










Shape your world
Ritsumeikan
Asia Pacific University

2021 Undergraduate Academic Handbook



Headline Color

	All Students
	All AY 2017 Curriculum Students
	AY 2017 Curriculum APS Students
	AY 2017 Curriculum APM Students
	All AY 2011 Curriculum Students
	AY 2011 Curriculum APS Students
	AY 2011 Curriculum APM Students

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Declaration on the Occasion of the Opening of APU

Since the beginning of human history, human beings have attempted to create their own distinctive cultures and develop civilizations in the various regions of the world. They have also had to overcome many constraints and obstacles in order to achieve their goal of living in conditions of freedom, peace and humanity.

The twentieth century was an era of rapid progress and unprecedented advance in the political, economical and cultural fields, as human activity increasingly took place on a global scale. Through the experience of the two World Wars, the United Nations and other international organizations were formed to enhance cooperation in order to maintain peace and to promote international understanding.

Given that the 21st century will see the emergence of a global society, we firmly believe that coexistence between mankind and nature, as well as between diverse cultures, will be indispensable for the peaceful and sustainable development of the Asia Pacific region. This is why we are now establishing a university here, to nurture the young talent and to create a new academic discipline which will help shape the region's future.

April 1, 2000 therefore marked the birth of the Ritsumeikan Asia Pacific University, based on a vision of freedom, peace and humanity, international mutual understanding, and the future shape of the Asia Pacific region. The establishment of the University at Jumonjibaru, in Beppu City, has been made possible through the cooperation of the people of Beppu and Oita Prefecture, together with many others both within and outside Japan.

Our hope is that it will be a place where the young future leaders from countries and regions throughout the world will come to study together, live together, and understand each other's cultures and ways of life, in pursuit of goals that are common to all mankind.

The Ritsumeikan Asia Pacific University is hereby declared open.

April 1, 2000

The Ritsumeikan Charter

Ritsumeikan traces its roots to Prince Saionji's private academy of the same name, established in 1869. It was officially founded in 1900 by his protégé, Kojuro Nakagawa, as the Kyoto Hosei Gakko (Kyoto School of Law and Politics), later to take on the name "Ritsumeikan." The name is derived from a passage in the Jinxin chapter of the Discourses of Mencius, and means "a place to establish one's destiny through cultivating one's mind."

Ritsumeikan's founding ideals are "freedom and innovation" and reflecting upon its wartime experience, it committed itself to a core educational philosophy of "peace and democracy" after World War II. Ritsumeikan has faced the challenges of the times by pursuing an independent path to rise above adversity and has become the comprehensive private educational institution that it is today through extensive cooperation and support from both within and outside Japan.

Ritsumeikan, as a Japanese institution located in the Asia Pacific region, is committed to sincerely reflecting upon history and to building an institution where many cultures coexist in the spirit of international mutual understanding. Ritsumeikan will build relationships of trust, through research and education, as well as sports and cultural activities, and establish its roots in the local community, to create an academic institution open to international society. Ritsumeikan will strive to strengthen links with society and promote its institutional development by fully utilizing the characteristics of a private academic institution, the participation of its faculty, staff and students, and the support of alumni and parents, while respecting the principles of autonomy, democracy, transparency, non-violence and justice.

Ritsumeikan will pursue the creation of universal values based on academic freedom and search for solutions to the pressing issues facing humankind, with its educational endeavors based on its founding spirit and educational ideals, bearing in mind "to believe in the future, to live for the future." Ritsumeikan will foster learning and the development of individual talents in order to nurture just and ethical global citizens. Ritsumeikan, as an institute of education and research, pledges to promote peace, democracy and sustainable development in Japan and throughout the world, in keeping with the spirit of this Charter.

The Ritsumeikan Trust
July 21, 2006

Diploma Policy

1. College of Asia Pacific Studies

To accomplish the educational objectives stipulated in the College of Asia Pacific Studies College Regulations, the College of Asia Pacific Studies has defined graduation requirements as well as the following three learning outcomes to be achieved by the time of graduation.

(Graduation Requirements)

- Students are required to enroll for the designated period and to complete at least 124 credits in accordance with the following course registration requirements.
- Complete at least 40 credits of Common Education Subjects in accordance with the following requirements:
 - 1) Japanese-basis students must complete at least 24 credits of English Language Education Subjects, and English-basis students must complete at least 16 credits of Japanese Language Education Subjects. However, students may apply for an exemption, both in English and Japanese Language Education Subjects, based on their basis language upon entry.
 - 2) Complete at least 2 credits of required Common Liberal Arts Subjects in either selected Area of Study.
- Complete at least 62 credits of APS Major Education Subjects including at least 28 credits of Major Education Subjects in the registered Area of Study.
- Domestic Japanese-basis students must complete at least 20 credits of Common Liberal Arts Subjects or Major Education Subjects offered in English.
- Detailed course registration requirements shall be stipulated in the College of Asia Pacific Studies College Regulations.

(Learning Outcomes)

1. Academic Knowledge and Understanding

- 1-a. Students have acquired a basic knowledge of the global society with an emphasis on the Asia Pacific region and other related knowledge.
- 1-b. Students have progressed toward a comprehensive understanding of the area of study to which the student belongs. (Environment and Development; Hospitality and Tourism; International Relations and Peace Studies; and Culture, Society and Media)
- 1-c. Students have developed an interdisciplinary understanding of the ever-changing global society.

2. Abilities and Skills

- 2-a. Students have improved their logical and critical thinking.
- 2-b. Students have acquired professional and technical skills.
- 2-c. Students have enhanced creativity in the thought and expression of their ideas.

3. Social Commitment

- 3-a. Students have improved their knowledge of at least a second language.
- 3-b. Students can communicate adequately with others from different cultures and with different values in the global society.
- 3-c. Students can act with leadership and responsibility from a global perspective.

2. College of International Management

To accomplish the educational objectives stipulated in the College of International Management College Regulations, the College of International Management has defined graduation requirements as well as the following four learning outcomes to be achieved by the time of graduation.

(Graduation Requirements)

- Students are required to enroll for the designated period and to complete at least 124 credits in accordance with the following course registration requirements.
- Complete at least 40 credits of Common Education Subjects in accordance with the following requirements:
 - 1) Japanese-basis students must complete at least 24 credits of English Language Education Subjects, and English-basis students must complete at least 16 credits of Japanese Language Education Subjects. However, students may apply for an exemption, both in English and Japanese Language Education Subjects, based on their basis language upon entry.
 - 2) Complete at least 4 credits of Required Subjects established by APM.
- Complete at least 62 credits of APM Major Education Subjects including at least 20 credits in Required Major Education Subjects.
- Domestic Japanese-basis students must complete at least 20 credits of Common Liberal Arts Subjects or Major Education Subjects offered in English.
- Detailed course registration requirements shall be stipulated in the College of International Management College Regulations.

(Learning Outcomes)

1. Understand "Business Ethics" theory
 - 1-a. Identify basic theories and principles of business ethics.
 - 1-b. Illustrate the significance of business ethics.
 - 1-c. Analyze ethical problems and propose a solution.
2. Obtain the "Fundamental Knowledge of Discipline"
 - 2-a. Demonstrate an understanding of basic business concepts.
 - 2-b. Demonstrate a satisfactory level of writing and presentation skills.
 - 2-c. Apply appropriate analytical tools (qualitative and / or quantitative) to examine business problems.
 - 2-d. To demonstrate problem solving skills.
3. Learn "Intercultural Communication Skills"
 - 3-a. Demonstrate understanding of the impact of culture on communication behaviors.
 - 3-b. Communicate effectively in a multicultural setting.
 - 3-c. Demonstrate competency in at least one second language.
4. Acquire "Global Perspectives" in business management
 - 4-a. Demonstrate understanding of the impact of globalization.
 - 4-b. Give examples of how business environments differ across countries.
 - 4-c. Recognize global issues in business management.

{Updated Jan.26, 2021}

Curriculum Policy (Curriculum Design Policy and Curriculum Implementation Policy)

1. Curriculum Design Policy and Curriculum Implementation Policy for College of Asia Pacific Studies

(1) Curriculum Design Policy

(Subject Placement: General)

- The curriculum is divided into Common Education Subjects and Major Education Subjects, and is designed for four years.

(Subject Placement: Common Education Subjects)

- Common Education Subjects are divided into Language Education Subjects and Common Liberal Arts Subjects. The Language Education Subjects consist of English, Japanese, AP languages (Chinese, Korean, Malay / Indonesian, Spanish, Thai or Vietnamese) and Specific Subjects.
- Common Liberal Arts Subjects consist of APU Literacy Subjects, Global Citizens Foundation Subjects, Response to Social Needs Subjects.
- APU Literacy Subjects are designed for mastering the skills needed by APU students.
- Global Citizens Foundation Subjects are designed for acquiring the knowledge needed by APU students. The Subjects are divided into Asia Pacific Group, Japanese Studies Group, Basic Study Group, and Introduction to Major Studies Group. Subjects that fall into the Introduction to Major Studies Group are each positioned as required subjects for the specific Area of Study that the students select by the end of their study.
- Response to Social Needs Subjects are designed for mastering skills for addressing social needs. These are divided into Basic Skills and ICT.

(Subject Placement: Major Education Subjects)

- Major Education Subjects are divided into Core Subjects, Seminar Subjects, APS Common A Subjects, APS Common B Subjects, and Subjects for the Area of Study. Major Education Subjects for the Area of Study are divided into: Environment and Development; Hospitality and Tourism; International Relations and Peace Studies; and Culture, Society and Media.
- Core Subjects are designed for understanding the ideal and objective of APS.
- Seminar Subjects are designed for developing the knowledge and skills in their field of interest in a small-group format.
- Common Subjects are designed for acquiring valuable knowledge and experiences through courses which include a Special Lecture, a Field Study and so on, not specific to a particular Area of Study.
- Subjects for the Area of Study are designed for developing the knowledge in the four Areas of Study which make up APS education.

(Curriculum Map)

*Curriculum Map (or Curriculum Alignment Matrices) is available on the APU Website.



(2) Curriculum Implementation Policy

(Subject Offerings)

- Offer subjects listed in the College of Asia Pacific Studies College Regulations in both Japanese and English in principle, to allow students to enroll, take classes, and graduate in either English or Japanese while also learning the opposite language.
- Expand the Off-campus Study Programs offered in accordance with both University and APS policies.
- All subjects are offered in the semester, day, and period which allow students to take full advantage of structured learning.

(Subject Operation)

- All subjects are operated in compliance with the Standards for Establishment of Universities and the University Regulations. In addition, based on the methods applied in the subject, factors such as the educational outcomes and necessary studies outside of the class hours are also taken into account.
- Each subject is operated by following the Curriculum Map and the syllabus is designed to guide students in achieving the Learning Goals and Learning Objectives set for the subject.
- All subjects are aimed at achieving Multi-cultural Cooperative Learning by taking full advantage of APU's multicultural environment and education, which encourages interactive collaboration between International and Domestic students.
- Instructors are required to comply with guidelines related to the subject operation including administration of Class Evaluation Surveys, response to Grade Inquiries, and holding Make-up Classes.

2. Curriculum Design Policy and Curriculum Implementation Policy for College of International Management

(1) Curriculum Design Policy

(Subject Placement: General)

- The curriculum is divided into Common Education Subjects and Major Education Subjects, and is designed for four years.

(Subject Placement: Common Education Subjects)

- Common Education Subjects are divided into Language Education Subjects and Common Liberal Arts Subjects. The Language Education Subjects consist of English, Japanese, AP languages (Chinese, Korean, Malay / Indonesian, Spanish, Thai or Vietnamese) and Specific Subjects.
- Common Liberal Arts Subjects consist of APU Literacy Subjects, Global Citizens Foundation Subjects, and Response to Social Needs Subjects.
- APU Literacy Subjects are designed for mastering the skills needed by APU students.
- Global Citizens Foundation Subjects are designed for acquiring the knowledge needed by APU students. The Subjects are divided into Asia Pacific Group, Japanese Studies Group, Basic Study Group, and Introduction to Major Studies Group. Subjects that fall into the Introduction to Major Studies Group are each positioned as required subjects for the specific Area of Study that the students select by the end of their study.
- Response to Social Needs Subjects are designed for mastering skills for addressing social needs. These are divided into Basic Skills and ICT.

(Subject Placement: Major Education Subjects)

- Major Education Subjects are divided into Core Subjects, Seminar Subjects, APM Common Subjects, and Subjects for the Area of Study. Major Education Subjects for the Area of Study are divided into: Accounting and Finance; Marketing; Strategic Management and Organization; and Innovation and Economics.
- Core Subjects are designed for understanding the ideals and objectives of APM.
- Common Subjects are designed for acquiring valuable knowledge and experiences through courses which include a Special Lecture, a Field Study and so on, not specific to a particular Area of Study.
- Seminar Subjects are designed for developing the knowledge and skills in their field of interest in a small-group format.
- Subjects for the Area of Study are designed for developing the knowledge in the four Areas of Study which make up APM education.

(Curriculum Map)

*Curriculum Map (or Curriculum Alignment Matrices) is available on the APU Website.



(2) Curriculum Implementation Policy

(Subject Offerings)

- Offer subjects listed in the College of International Management College Regulations in both Japanese and English in principle, to allow students to enroll, take classes, and graduate in either English or Japanese while also learning the opposite language.
- Expand the Off-campus Study Programs offered in accordance with both University and APM policies.
- All subjects are offered in the semester, day, and period which allow students to take full advantage of structured learning.

(Subject Operation)

- All subjects are operated in compliance with the Standards for Establishment of Universities and the University Regulations. In addition, based on the methods applied in the subject, factors such as the educational outcomes and necessary studies outside of the class hours are also taken into account.
- Each subject is operated in accordance with the Curriculum Map and each syllabus is designed to guide students in achieving the Learning Goals and Learning Objectives set for the subject.
- All subjects are aimed at achieving Multi-cultural Cooperative Learning by taking full advantage of APU's multicultural environment and education, and encouraging interactive collaboration between International and Domestic students.
- Instructors are required to comply with guidelines related to the subject operation including administration of Class Evaluation Surveys, response to Grade Inquiries, and holding Make-up Classes.

Basic Policy on the Protection of Personal Information

The Ritsumeikan Trust (hereinafter, "the Trust") has instituted its own rules and systems to ensure that the personal information of its students used in the course of the Trust's educational and research activities is handled in accordance with laws, regulations, and other personal information protection standards. As part of this, the Trust implements and maintains the following Basic Policy on the Protection of Personal Information. Rules for the handling of personal information for the purposes of academic research are stipulated separately to this policy.

1. In order to implement this Basic Policy, the Trust shall establish and publicly announce the Ritsumeikan Trust Personal Information Protection Regulations, and ensure that they are known and observed by all faculty and staff (including executives, faculty members, administrative staff members, part-time workers, and dispatched workers) and associates of the Trust.

2. The Trust shall establish appropriate information security measures against illicit access, computer viruses, etc., in order to prevent the loss, destruction, manipulation, or leakage of personal information.

3. The Trust shall acquire personal information only by legal and proper means. As well as refraining from acquisition of information by improper means, the Trust shall ensure that the subject of the personal information consents to the purposes of its use, or announce the necessary arrangements on the Trust's website.

4. The Trust shall ensure that personal information acquired indirectly has been acquired properly from its subject, and shall announce the intended purpose of use and other necessary arrangements on the Trust's website.

5. The Trust shall confirm that the subject of personal information has the right to disclose, correct, suspend, or erase that information, and shall treat applications from the subject concerning such acts with due respect.

6. When sharing personal information with a third party or entrusting it to a third party under an outsourcing arrangement, the Trust shall investigate that party, conclude a contractual agreement, and take all other steps required by law.

7. Personal information provided for the purposes of becoming a student of any of the educational institutions of the Trust shall be handled by the Trust with the same care as is applied to personal information provided by past and current students of those institutions.

8. The following principles shall apply to specific aspects of the acquisition and handling of personal information:

- Personal information shall only be used within the scope of the purpose of its acquisition, only by persons granted authority in accordance with the specific tasks involved, and only to the extent necessary to perform those tasks.
- Personal information shall not, in principle, be provided to any third party.
- Personal information shall not be used outside the original purpose, removed from its regular place of use, transmitted to any third party, or otherwise leaked.
- Employees of the Trust are prohibited from recklessly disclosing personal information encountered in the course of their work to any third party and from using such information for improper purposes. This prohibition continues to apply after employees have ceased to engage in the work in question.
- The Trust shall not acquire, use or provide personal information of the following nature:
 1. Matters concerning personal thoughts, beliefs or religion
 2. Matters that may be the cause of social discrimination

April 1, 2005

Public Announcement Based on the Act on the Protection of Personal Information

The Trust shall collect and use personal information within the scope necessary for the purposes listed in Appendix 1.

Type of Personal Information: Student Information

Appendix 1 (Purpose of Use of Personal Information)

1. Provision of learning support for students, etc. including enrollment record control, registration control, performance control, and tuition fee information control
2. Provision of living support for students, etc. including life consultation, after-school activity support, scholarship control, and health control
3. Provision of career and job search support for students, etc. including career guidance, job search activity support, and career and job search information control
4. Consulting with guardians about registration, performance, and careers including notifying guardians of performance
5. Execution of entrance exam business and admission procedure business
6. Sending various guides for Ritsumeikan Asia Pacific University and other schools established by The Ritsumeikan Trust
7. Managing use and security control of school facilities and equipment
8. Issuance of certificates
9. Provision of necessary information to partner universities within Japan and overseas based on academic exchange agreements
10. Provision of necessary information to groups operating scholarship businesses
11. Provision of necessary information to the group consisting of graduates (Ritsumeikan Asia Pacific University Alumni Association)
12. Provision of necessary information to the group consisting of the parents of students (APU-club Domestic Students' Parents Association)
13. Provision of necessary information to groups permitted by the Ritsumeikan Trust Personal Information Protection Committee
14. University assessments (self-assessment, third-party assessment, accreditation, etc.), and statistical research
15. Education, research, and FD activities
16. Other purposes related or incidental to each of the above

*Public Announcement Based on the Act on the Protection of Personal Information is available on the trust website.



[NOTE] *The schedule is subject to change. Please make sure to check the Academic Office Website for updates.

AY 2021 Academic Calendar

Year	Date	Day	Academic Calendar	Class	Schedule
Spring Semester					
2021	4	1	Thu	Entrance Ceremony	March 23 - 26, Tuesday - Friday Course Registration Period A March 29, Monday English placement test Japanese placement test
		2	Fri		
		3	Sat		
		4	Sun		
		5	Mon		
		6	Tue		
		7	Wed		
		8	Thu		
		9	Fri		
		10	Sat		
		11	Sun		April 7 - 8, Wednesday - Thursday Course Registration Period B April 7 - 23, Wednesday - Friday 2021 Fall Semester student exchange (domestic) application period April 12 - May 7, Monday - Friday 2022 Spring Semester student exchange (overseas) application period (1st Round) April 14, Wednesday 2021 Fall Semester student exchange (domestic) guidance session 2022 Spring Semester student exchange (overseas) guidance session (1st Round) April 19 - 20, Monday - Tuesday Course Registration Correction Period 1 April 28, Wednesday Fall Semester seminar subject syllabi released
		12	Mon	Start of Classes, Spring Semester 1st Quarter	
		13	Tue		
		14	Wed		
		15	Thu		
		16	Fri		
		17	Sat		
		18	Sun		
		19	Mon		
		20	Tue		
		21	Wed		
		22	Thu		
		23	Fri		
		24	Sat	Make-up Classes 1	
		25	Sun		
		26	Mon		
		27	Tue		
		28	Wed		
		29	Thu	Shōwa Day*	
		30	Fri	Classes as usual	
	5	1	Sat		
		2	Sun		
		3	Mon	Constitution Memorial Day*	
		4	Tue	Greenery Day*	
		5	Wed	Children's Day*	
		6	Thu		
		7	Fri		
		8	Sat	Make-up Classes 2	
		9	Sun		
		10	Mon		
		11	Tue		
		12	Wed		
		13	Thu		
		14	Fri		
		15	Sat		
		16	Sun		
		17	Mon		
		18	Tue		
		19	Wed		
		20	Thu		
		21	Fri		
		22	Sat	Make-up Classes 3	
		23	Sun		
	6	24	Mon		Early June - Mid July AP Language subject exemption application period June 2 - 16, Wednesday - Wednesday Fall Seminar subject new application and cancellation period Fall Semester sub-seminar application period June 2 - 25, Wednesday - Friday 2022 Spring Semester student exchange (overseas) application period (2nd Round) June 9, Wednesday 2022 Spring Semester student exchange (overseas) guidance session (2nd Round) June 14 - 15, Monday - Tuesday Course Registration Correction Period 2 June 21 - 25, Monday - Friday Open University of Japan application period (Fall Semester course)
		25	Tue	No Classes	
		26	Wed	No Classes	
		27	Thu	No Classes	
		28	Fri	No Classes	
		29	Sat		
		30	Sun		
		31	Mon	No Classes	
		1	Tue	No Classes	
		2	Wed	No Classes	
		3	Thu	No Classes	
		4	Fri	No Classes	
		5	Sat		
		6	Sun		
		7	Mon	Start of Classes, Spring Semester 2nd Quarter	
		8	Tue		
		9	Wed		
		10	Thu		
		11	Fri		
		12	Sat		
		13	Sun		
		14	Mon		
		15	Tue		
		16	Wed		
		17	Thu		
		18	Fri		
		19	Sat	Make-up Classes 1	
		20	Sun		
		21	Mon		
		22	Tue		
		23	Wed		
		24	Thu		
		25	Fri		
		26	Sat		
		27	Sun		
		28	Mon		
		29	Tue		
		30	Wed		

Class Column: ● School Day or Examination Day ○ : Make-up Classes Blank: No Classes

* National Holiday

Year	Date	Day	Academic Calendar	Class	Schedule
2021	7	1	Thu	●	Early July - Mid July For AY 2017 Curriculum Students (while at APU), Japanese and English language subject exemption application period Early July - Late August For AY 2017 / 2011 Curriculum Students (while studying abroad or taking a leave of absence), Japanese and English language subject exemption application period July 16, Friday Spring Semester undergraduate thesis submission deadline July 21, Wednesday Fall Semester seminar subject application results released Fall Semester sub-seminar application results released
		2	Fri	●	
		3	Sat	○	
		4	Sun		
		5	Mon	●	
		6	Tue	●	
		7	Wed	●	
		8	Thu	●	
		9	Fri	●	
		10	Sat		
		11	Sun		
		12	Mon	●	
		13	Tue	●	
		14	Wed	●	
		15	Thu	●	
		16	Fri	●	
		17	Sat		
		18	Sun		
		19	Mon	●	
		20	Tue	●	
		21	Wed	●	
		22	Thu	●	
		23	Fri	●	
		24	Sat	○	
		25	Sun		
		26	Mon	○	
		27	Tue	○	
		28	Wed	○	
		29	Thu	○	
		30	Fri	○	
		31	Sat		
	8	1	Sun	●	Note: The AY 2021 Summer Session will be held August 1 - 5, Sunday - Thursday. Classes will be held on August 1, Sunday.
		2	Mon	●	
		3	Tue	●	
		4	Wed	●	
		5	Thu	●	
		6	Fri	●	
		7	Sat		
		8	Sun		
		9	Mon		
		10	Tue		
		11	Wed		
		12	Thu		
		13	Fri		
		14	Sat		
		15	Sun		
		16	Mon		
		17	Tue		
		18	Wed		
		19	Thu		
		20	Fri		
		21	Sat		
		22	Sun		
		23	Mon		
		24	Tue		
		25	Wed		
		26	Thu		
		27	Fri		
		28	Sat		
		29	Sun		
		30	Mon		
		31	Tue		
	9	1	Wed		September 1 - 3, Wednesday - Friday Grade inquiry period (for student eligible for graduation assessment) September 13 - 15, Monday - Wednesday Grade inquiry period (for all other students) Course re-registration application period Mid September English placement test Japanese placement test Late September Course Registration Period
		2	Thu		
		3	Fri		
		4	Sat		
		5	Sun		
		6	Mon		
		7	Tue		
		8	Wed		
		9	Thu		
		10	Fri		
		11	Sat		
		12	Sun		
		13	Mon		
		14	Tue		
		15	Wed		
		16	Thu		
		17	Fri		
		18	Sat		
		19	Sun		
		20	Mon		
Fall Semester					
	21	Tue			
	22	Wed			
	23	Thu	Autumnal Equinox Day*		
	24	Fri		Entrance Ceremony	
	25	Sat			
	26	Sun			
	27	Mon			
	28	Tue			
	29	Wed			
	30	Thu			

* 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 "Undergraduate Academic Handbook" for further details.

[NOTE] *The schedule is subject to change. Please make sure to check the Academic Office Website for updates.

AY 2021 Academic Calendar

Year	Date	Day	Academic Calendar	Class	Schedule
2021	10	1	Fri		1st Week of October Course Registration Period October 6 - 22, Wednesday - Friday 2022 Spring Semester student exchange (domestic) application period October 6 - November 5, Wednesday - Friday 2022 Fall Semester student exchange (overseas) application period (1st Round) October 13, Wednesday 2022 Spring Semester student exchange (domestic) guidance session 2022 Fall Semester student exchange (overseas) guidance session (1st Round) Mid October Course Registration Correction Period 1 October 27, Wednesday 2022 Spring Semester seminar subject syllabi released
		2	Sat		
		3	Sun		
		4	Mon	Start of Classes, Fall Semester 1st Quarter	
		5	Tue		
		6	Wed		
		7	Thu		
		8	Fri		
		9	Sat		
		10	Sun		
		11	Mon		
		12	Tue		
		13	Wed		
		14	Thu		
		15	Fri		
		16	Sat	Make-up Classes 1	
		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		
		30	Sat		
		31	Sun		
	11	1	Mon		November 9, Tuesday Fall Semester 1st quarter final examination schedule released
		2	Tue		
		3	Wed	Culture Day* Classes as usual	
		4	Thu		
		5	Fri		
		6	Sat	Make-up Classes 2	
		7	Sun		
		8	Mon		
		9	Tue		
		10	Wed		
		11	Thu		
		12	Fri		
		13	Sat		
		14	Sun		
		15	Mon		
		16	Tue		
		17	Wed		
		18	Thu		
		19	Fri		
		20	Sat	Make-up Classes 3	
		21	Sun		
		22	Mon	Final Exams, 1st Quarter Fall Semester	
		23	Tue	Labor Thanksgiving Day* Final Exams, 1st Quarter Fall Semester	
		24	Wed	Final Exams, 1st Quarter Fall Semester (Back-up Examination Date)	
		25	Thu	No Classes	
		26	Fri	No Classes	
		27	Sat		
		28	Sun		
		29	Mon	Start of Classes, Fall Semester 2nd Quarter	
		30	Tue		
	12	1	Wed		2nd Week of December Course Registration Correction Period 2 Early December - Mid January AP Language subject exemption application period December 1 - 15, Wednesday - Wednesday 2022 Spring Semester seminar subject new application and cancellation period 2022 Spring Semester seminar sub-seminar application period December 13 - January 7, Monday - Friday 2022 Fall Semester student exchange (overseas) application period (2nd Round) December 15, Wednesday 2022 Fall Semester student exchange (overseas) guidance session (2nd Round)
		2	Thu		
		3	Fri		
		4	Sat		
		5	Sun		
		6	Mon	1st Quarter Make-up Examinations	
		7	Tue		
		8	Wed		
		9	Thu		
		10	Fri		
		11	Sat	Classes as usual (substitute classes for Jan.10 (Mon))	
		12	Sun		
		13	Mon		
		14	Tue		
		15	Wed		
		16	Thu		
		17	Fri		
		18	Sat	Make-up Classes 1	
		19	Sun		
		20	Mon		
		21	Tue		
		22	Wed		
		23	Thu		
		24	Fri		
		25	Sat		
		26	Sun		
		27	Mon		
		28	Tue		
		29	Wed		
		30	Thu		
		31	Fri		

Class Column: ● School Day or Examination Day ○ : Make-up Classes Blank: No Classes

* National Holiday

Year	Date	Day	Academic Calendar	Class	Schedule
2022	1	Sat	New Year's Day*		Mid January - Late January For AY 2017 Curriculum Students (while in APU), Japanese and English language subject exemption application period Mid January - Late February For AY 2017 / 2011 Curriculum Students (while studying abroad or taking a leave of absence), Japanese and English language subject exemption application period January 6 - 13, Thursday - Thursday Open University of Japan application period (2022 Spring Semester courses) January 18, Tuesday Fall Semester 2nd quarter final exam schedule released January 19, Wednesday Fall Semester undergraduate thesis submission deadline January 26, Wednesday 2022 Spring Semester seminar subject application results released 2022 Spring Semester sub-seminar application results released 2022 Fall Semester student exchange (international) guidance session for successful applicants (2nd Round)
	2	Sun			
	3	Mon			
	4	Tue			
	5	Wed			
	6	Thu		●	
	7	Fri		●	
	8	Sat	Make-up Classes 2	○	
	9	Sun			
	10	Mon	Coming of Age Day*	No Classes	
	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	Make-up Classes 3	○	
	30	Sun	Back-up Classes	○	
	31	Mon	Final Exams, 2nd Quarter Fall Semester	●	
2	1	Tue	Final Exams, 2nd Quarter Fall Semester	●	Note: The AY 2021 Winter Session will be held February 7 - 11, Monday - Friday. Classes will be held on February 11, Friday.
	2	Wed	Final Exams, 2nd Quarter Fall Semester (Back-up Examination Date)	●	
	3	Thu	Final Exams, 2nd Quarter Fall Semester	●	
	4	Fri	Final Exams, 2nd Quarter Fall Semester	●	
	5	Sat	Back-up Examinations	○	
	6	Sun	Back-up Examinations	○	
	7	Mon	Winter Session	●	
	8	Tue	Winter Session	●	
	9	Wed	Winter Session	●	
	10	Thu	Winter Session	●	
	11	Fri	National Foundation Day* Winter Session / Classes as usual	●	
	12	Sat			
	13	Sun			
	14	Mon	2nd Quarter Make-up Examinations	●	
	15	Tue	2nd Quarter Make-up Examinations	●	
	16	Wed			
	17	Thu			
	18	Fri			
	19	Sat			
	20	Sun			
	21	Mon			
	22	Tue			
	23	Wed	Emperor's Birthday*		
	24	Thu			
	25	Fri			
	26	Sat			
	27	Sun			
	28	Mon			
3	1	Tue			March 2 - 4, Wednesday - Friday Grade inquiry period (for students eligible for graduation assessment) March 14 - 16, Monday - Wednesday Grade inquiry period (for all other students) Course re-registration application period Late March 2022 Spring Semester Course Registration Period
	2	Wed	Graduation Results Announced		
	3	Thu			
	4	Fri			
	5	Sat			
	6	Sun			
	7	Mon			
	8	Tue			
	9	Wed			
	10	Thu			
	11	Fri			
	12	Sat			
	13	Sun			
	14	Mon	Fall Semester Results Released		
	15	Tue			
	16	Wed			
	17	Thu			
	18	Fri	Graduation Ceremony		
	19	Sat			
	20	Sun			
	21	Mon	Vernal Equinox Day*		
	22	Tue			
	23	Wed			
	24	Thu			
	25	Fri			
	26	Sat			
	27	Sun			
	28	Mon			
	29	Tue			
	30	Wed			
	31	Thu			

* 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 "Undergraduate Academic Handbook" for further details.

1. Study at APU

1.1 Human Resource Development Goals

The founding principles of APU academics and research are freedom, peace and humanity, international mutual understanding, and the future shape of the Asia Pacific region. In addition to these, the College of Asia Pacific Studies and the College of International Management have each established human resource development goals and a curriculum in order to educate the leaders of tomorrow's international society.

APU seeks to achieve the following human resource development goals.

College of Asia Pacific Studies (APS)

The College of Asia Pacific Studies aims to cultivate human resources that, upon comprehensive understanding of the diverse political conditions, economies, societies, and cultures of the Asia Pacific region, will 1) achieve basic and advanced knowledge in such areas as global society, environment and development, and tourism; 2) develop language, communication, and problem-solving abilities; and 3) through understanding of the diverse problems facing the Asia Pacific, will be able to contribute to sustainable development and coexistence in the region.

College of International Management (APM)

The Mission of the College of International Management is to cultivate human resources with strong business ethics that will play an active role in resolving management issues at globalizing enterprises and other organizations by imparting fundamental knowledge in management, enhancing intercultural communication skills, and upholding cultural diversity.

1.2 Academic Information and Notices from APU

1.2.1 Academic Information and Services

Office	Services	Office Hours
Academic Office (1st floor, Building B)	Curriculum, Course Registration, Grades, Classes, Examinations, Reports, Language Proficiency Examinations Off-campus Study Programs such as Language Immersion, Field Study, Study Abroad, etc. Other topics covered in the Undergraduate Academic Handbook	<ul style="list-style-type: none"> Monday, Wednesday through Friday: 10:00-16:30 Tuesday: 11:30-16:30

1.2.2 Notices from the Academic Office

General messages to students will be posted on Campus Terminal and the Academic Office website. Please check daily for important announcements.

Campus Terminal



Information

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

Academic

Link to the Academic Office Website.

The screenshot shows the APU Campus Terminal website. The main content area is titled 'Information' and lists several notices with dates and times. A red box highlights the 'Information' section. Another red box highlights the 'Academic' link in the right sidebar. Below the main content area, there are two sections: 'Course Messages' and 'Action Required'. The 'Course Messages' section has a red box around it, and the 'Action Required' section also has a red box around it. The 'Action Required' section lists two items: '1/7 (Thu) NEW 1月8日(金)の授業は全てオンラインで実施しま' and '1/6 (Wed) 1月7日(木)の授業は全てオンラインで実施しま'.

Course Messages

Notices of class cancellations, make-up classes, and classroom changes will be posted here.

Action Required

Individual messages from the University will be posted here. Important messages may also be sent by e-mail. Please check these regularly.

Academic Office Website

The Academic Office website offers a variety of general academic information.



1.2.3 Faculty Office Hours and Contact Details

Each faculty member has allocated office hours in order to facilitate consultation and guidance relating to coursework. Students may visit faculty as necessary during these office hours. Information on faculty office hours, locations, and contact e-mail addresses is available on the Academic Office website under "Faculty Contact Info and Office Hours."



Finding Faculty Information

Detailed information about faculty members can be obtained from the pages for each College on the Ritsumeikan Asia Pacific University official website.



1.3 Basic Academic Information

The following information contains details relating primarily to academic matters and Academic Office procedures. For more information regarding student status, please refer to the "Campus Life Handbook."

1.3.1 Advancement and Graduation

Year Level

Upon enrollment, students will be referred to as 1st year students. After studying each year, students will advance to the next year level. Those who fail to complete the requirements for graduation by the end of their 4th year will become 5th year students, then 6th year students, and so on. However, students may stay enrolled no more than eight years (16 semesters). Year levels may not be repeated.

Graduation

In order to graduate from APU, students must fulfill all of the following requirements. Those who have fulfilled these requirements will be eligible to graduate from APU.

Students must be enrolled at least four years

However, the following three cases are exceptions.

- Accelerated Graduation Program students can graduate after three years of study.
- 2nd year transfer students can graduate after three years of study.
- 3rd year transfer students can graduate after two years of study.

Students must have completed the required number of credits

Students must have obtained at least 124 credits in total and fulfilled the requirements specified by their respective curriculum. Further details can be found in the section for the corresponding curriculum and enrolled college of the student.

Degree

Those who have fulfilled graduation requirements will be awarded a bachelor's degree as shown below.

College	Degree Title
APS	Bachelor of Social Science
APM	Bachelor of Business Administration

1.3.2 Overview of the Academic Year

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. Registration and grade announcements are semester-based, with grades for all courses, including 1st Quarter, released at the end of the semester. There may also be instances where classes are scheduled on Saturdays or holidays. For details, please refer to the Academic Calendar.

April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March
Spring Semester						Fall Semester					
1st Quarter		2nd Quarter		Summer Session		1st Quarter		2nd Quarter		Winter Session	

1.3.3 Credit System

Coursework at APU is based on the credit system. The number of credits earned per course is determined by the Japanese University Establishment Criteria, and is based upon the number of class hours (including study conducted outside of class, homework, etc.).

Students who receive a passing grade in a class for which they are registered receive credits based on the hours completed.

Example:

Course Type	Number of Classes	Number of Credits
Lecture Course	14 classes + out-of-class study, homework, etc.	2
Language Course	56 classes + out-of-class study, homework, etc.	4

1.3.4 Course Types

Course Type	Credits	Offered	Classes per Week	Total No. of Classes
Lecture	2	Quarter-basis (2 months)	2	14
		Semester-basis (4 months)	1	
Seminar	2	Semester-basis (4 months)	1	14
Language	4	Semester-basis (4 months)	4	56
	2		2	28

1.3.5 Course Timetable and Class Times

Regular Course Timetable

Period	Class Time	Mon	Tue	Wed	Thu	Fri
1	8:45-10:25	A (1)	F (1)	K (1)	L (1)	F (2)
2	10:35-12:15	A (2)	G (1)	K (2)	L (2)	G (2)
3	12:30-14:10	B (1)	H (1)	K (3)	B (2)	H (2)
4	14:20-16:00	C (1)	I (1)	K (4)	C (2)	M (1)
5	16:10-17:50	D (1)	I (2)	-	D (2)	M (2)
6	18:00-19:40	E (1)	J (1)	-	E (2)	J (2)

Subjects that are held twice per week are either 1) held on different days during the same period or 2) held during consecutive periods on the same day. For example:

1. B (1) and B (2) are held Monday, 3rd period and Thursday, 3rd period
2. A (1) and A (2) are held Monday, 1st and 2nd period

Make-up Day and Winter / Summer Session Timetable

Period	Make-up Day	Session
1	8:45-10:25	8:45-10:25
2	10:35-12:15	10:35-12:15
3	13:05-14:45	13:05-14:45
4	14:55-16:35	14:55-16:35
5	16:45-18:25	16:45-18:25
6	18:35-20:15	-

Notes:

- These times differ from the regular timetable.
- See p.143 for the Final Examination Timetable.

1.3.6 Class Cancellations, Changes, and Make-up Days

Information regarding class cancellations, make-up classes, and classroom changes will be made available on Campus Terminal. Please be sure to check these 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 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. The university will make the final decision regarding any cancellations, so students are strongly advised to frequently check Campus Terminal for updates and comply with the decision and / or instructions issued by the University.

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

Time of Decision	Time of Announcement	Response
6:30 a.m.	approx. 6:45 a.m.	Periods 1 and 2 will be cancelled
10:30 a.m.	approx. 10:45 a.m.	Classes from Period 3 onward will be cancelled
After 10:30 a.m.	As decided	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.

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 the 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, please be sure to check Campus Terminal.

Classroom Changes

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

1.3.7 Class Absences due to Illness or Bereavement / Tardiness

In the event that you are unable to attend classes due to unavoidable circumstances such as illness or the death of a family member, please inform your instructors of your absence from classes. Each instructor will determine how to handle your absence in these cases.

These procedures, however, will differ depending on the length of the period absent. Please read the following information and p.29 for details.

Short-term Absences

In the event a student is absent for 1 - 3 weeks (at least 5 class days in a row) due to personal illness or injury, or due to bereavement leave of up to 7 days due to the death of a parent, spouse or child, or up to 5 days due to the death of a grandparent or brother / sister, the University may issue a "Report of Absence from Class." If a student is absent for less than 1 week (5 class days in a row) due to personal illness or injury, a "Report of Absence from Class" cannot be issued. Please explain your circumstances to your instructors directly.

Please note that this "Report of Absence from Class" does not automatically guarantee approval of the absence. All decisions regarding absence from class are the prerogative of individual instructors. If you will be absent for reasons other than those listed on the next page, please consult directly with your instructor.

Application Criteria

Reason for Absence	Application Criteria	Official Certificates Required*1
Illness / Injury	Absent for 1 - 3 weeks (at least 5 class days in a row) due to personal illness or injury. This report does not apply to illnesses or injuries of a family member or friend.	Medical certificate (<i>Shindansho</i>) or a "Certificate Proving Hospital Visit"*2 which includes the period of hospitalization or treatment and the reason for the class absence, plus the receipt for medical expenses
Bereavement	Applicable for 7 days including public holidays from the date of death (or funeral) of a parent, spouse, or child, or 5 days including public holidays from the date of death (or funeral) of a grandparent or sibling. If a student is absent for longer than the applicable period due to being in transit, whether within Japan or overseas, the student should consult with the Academic Office in advance. In such cases, any public transport ticket(s) used showing the boarding date and the boarding section need to be submitted when applying.	Funeral attendance letter (original) or official death certificate showing the date of death (copy)

*1 As a rule, official certificates should be written in either English or Japanese. However, if you cannot secure a certificate in English or Japanese, please submit the original official certificate along with a brief translation in English or Japanese.

*2 A "Certificate Proving Hospital Visit" may be downloaded from the Class Absences page of the Academic Office website.

Application Method

1. Download the application form from the Academic Office website and fill in one form per subject.
2. Attach an official original certificate that clearly states the reason for and duration of absence, as well as an original receipt for medical services. Submit these along with the application forms to the Academic Office.
3. An Academic Office staff member will check your official medical certificate or a "Certificate Proving Hospital Visit" and original receipt for medical services. If there are no mistakes, the staff member will stamp the application forms with the office seal and return them to the student.
4. The student will submit the stamped forms to the instructors.

Application Deadline

You must apply by 16:30 on the last class day (excluding final examinations and make-up classes) for the relevant subject. For session courses, by 16:30 on the last day of the session class you are taking. Late applications cannot be accepted.

Long-term Absences

In some cases a student may be absent for more than half the term of a course (or more than quarter the term of the course for language subjects, Study Skills and Academic Writing, or Multicultural Cooperative Workshop) due to illness or personal injury. If those students meet the following conditions for a Long-Term Absence and submit an application by the deadline, course registration for the period of absence will be cancelled. Please note that if cancellation is approved, all courses in the affected semester or quarter will be cancelled. You may not cancel only specific subjects.

Application Criteria

- If a student is absent for more than half the term of a course due to illness or injury, etc., the student must prove his / her absence with an objective document. For session courses, the absence must be due to illness, injury (only in the case of hospitalization), infectious disease, or bereavement (application criteria for an absence due to bereavement are the same as the short term absence criteria due to bereavement), and the absence must be proven by official documents.
 - The absence must have been unforeseen during the registration correction period.
 - The reason for the absence cannot be the result of actions willfully taken by the student.
- *Only students who meet the conditions above are eligible to apply for the cancellation of a course.

Notes

- The student's attendance record until the absence must have been good.
- Must be a student's own illness or injury. Absences resulting from the illness or injury of a family member or friend are not eligible.
- If the student will be absent from the course due to reasons other than the above, such as extracurricular activities or job-hunting for more than half the term of the session course, and they wish to cancel the session course, the student must visit the Academic Office no later than the day before the session course starts.

Application Method

Students must notify the Academic Office as soon as a situation requiring a long-term absence arises. Students must file an application along with official original certificate and original medical expense receipts during the appropriate application period as shown below.

Reason	Official Certificate(s) Required
Illness / Injury	Medical certificate which includes the period of hospitalization or treatment and the reason for the class absence plus the receipt for medical expenses (original)
Bereavement	Funeral attendance letter (original) or official death certificate showing the date of death (copy)

Application Deadline

You must apply by 16:30 on the last class day (excluding final examinations and make-up classes) for the relevant subject. For session courses, by 16:30 on the last day of the session class you are taking. Late applications cannot be accepted.

Class Absences due to Infectious Disease

Application Criteria

In the case a student misses classes due to an Infectious Disease as defined by the Japanese School Health and Safety Act, these missed classes will be treated as a recognized absence by submitting to the University an original "Certificate of Recovery from Infectious Disease" (which may be downloaded from the Class Absences page of the Academic Office website) completed by a medical institution, along with a medical expenses receipt.

Please note that if the Certificate of Recovery from Infectious Disease does not indicate that the absence was by doctor's order, then the illness will not be considered an infectious disease even if it is included on the list of recognized Infectious Diseases.

Infectious Diseases Recognized by the Japanese School Health and Safety Act

Category 1	Avian influenza (H5N1), novel coronavirus / COVID-19 etc.
Category 2	Influenza (excluding avian influenza (H5N1)), whooping cough, measles, mumps, rubella, chicken pox, pharyngoconjunctival fever, tuberculosis and meningococcal meningitis
Category 3	Cholera, shigellosis, enterohemorrhagic Escherichia coli infection, typhoid fever, paratyphoid fever, EKC: epidemic keratoconjunctivitis, acute hemorrhaging conjunctivitis, infectious gastroenteritis (Norovirus / Rotavirus only), mycoplasma pneumonia, shingles, and other infectious diseases

Application Method

1. Students who have contracted one of the diseases listed above should notify the Academic Office by e-mail immediately (acsubmit@apu.ac.jp).
2. After which they should review the application procedures on the Class Absences page of the Academic Office website.
3. Submit an original "Certificate of Recovery from Infectious Disease" and original medical expenses receipt to the Academic Office by the application deadline for the subjects in question.

Application Deadline

Applications must be submitted by 16:30 on the last class day of the term in which the relevant subjects are held (excluding final examination and make-up class days). Applications will not be accepted after the deadline.

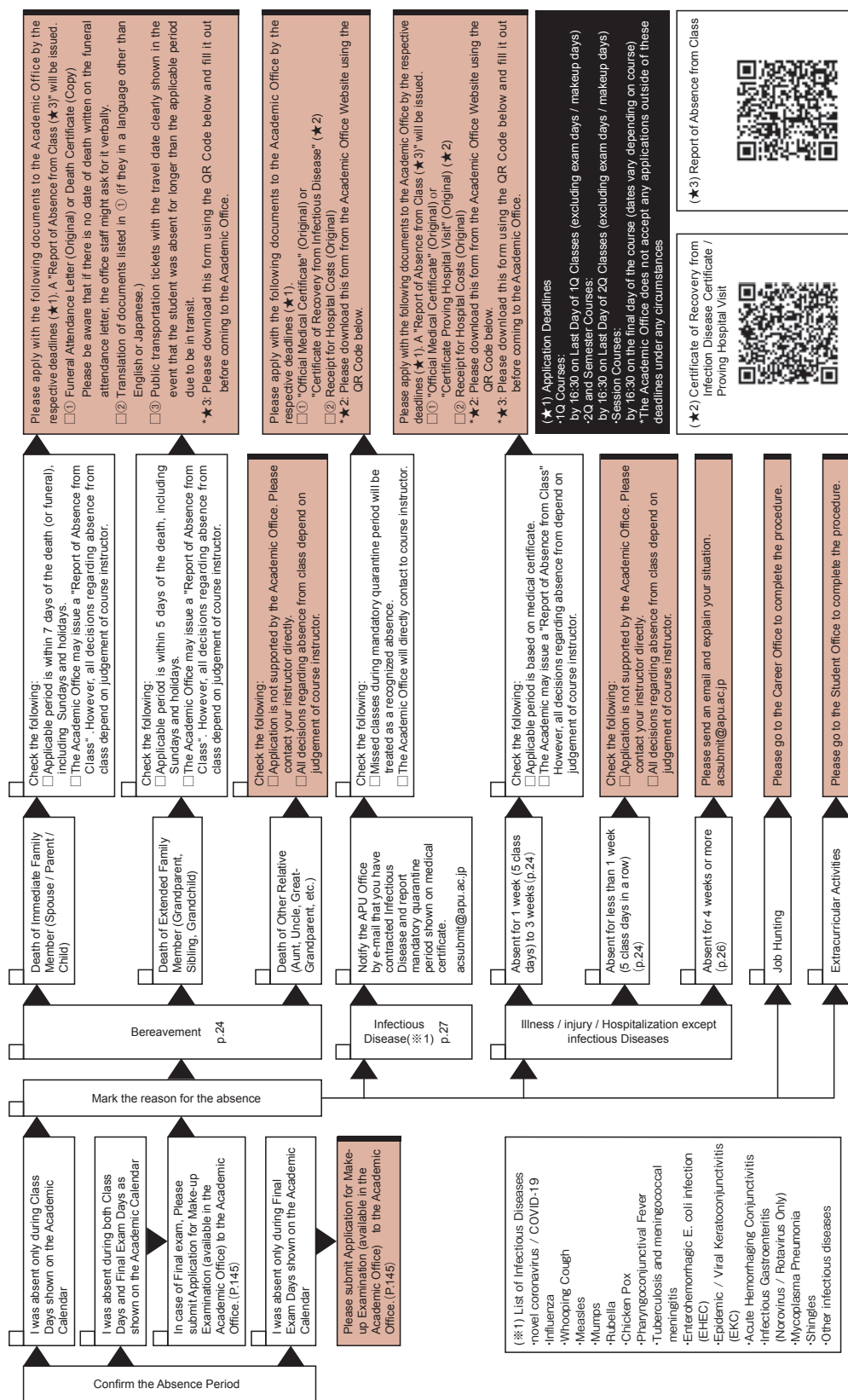
Other Reasons for Absences

- Absence due to job-hunting activities: please consult with the Career Office
- Absence due to extracurricular activities: please consult with the Student Office
- Absence due to Japan's lay judge system or other trial-related reasons: please consult in advance with the Academic Office

Tardiness

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

Procedure for use of the Class Absence Notification Service



1.3.8 Study Support

APU offers a variety of study support options to support students in their independent study. We hope that all students will proactively make use of this support and that it will prove useful in their studies.

Academic Advising

APU offers "Academic Advising" for students in order to help them identify and achieve their goals both academically and personally. Advising is conducted through meetings with university faculty and staff, and aims to enable students to achieve the following:

- Maximize awareness and utilization of APU's multicultural learning environment
- Make a smooth transition into University student life
- Create their own plan of study
- Take responsibility for following their own plan of study

Topics for Academic Advising

You can speak with an advisor on any issue, large or small. Please consider academic advising for the following topics, or for any other questions you wish to ask or concerns you might have.

- Difficulty getting used to the University
- Unsure what to do now to prepare for your future
- Unsure how to write reports
- Trouble understanding class
- Having too many things you want to do and not knowing where to begin
- Time-management problems
- Difficulty waking up in the morning
- Trouble completing credits

Advising by Appointment

Advance reservation is required for an advising session. Information regarding available dates and how to reserve an advising session can be found on the "Academic Advising" page of the Academic Office website. Advising sessions are 45 minutes in length.



If the situation is extremely urgent, please visit the appropriate office or the counseling room. Additionally, for questions or advice regarding scholarships, please visit the Student Office.

Self Access Learning Center (SALC)

The Self Access Learning Center (SALC) offers language learning support in order to nurture independent language learners. If you want to improve your Japanese or Chinese language skills, please feel free to visit the SALC.

For example, if you:

- want to develop your Japanese / Chinese abilities;
 - do not understand what your Japanese / Chinese teacher is saying in class;
 - want to participate in your Japanese / Chinese class, but do not have the confidence to speak up;
 - want to develop your Japanese / Chinese abilities, but do not know where to start, etc.
- please visit the SALC.

Support we offer

- 1) Many language learning support materials
(Study books for JLPT, manga, DVDs, etc.)
- 2) Listening and shadowing booths with PCs
- 3) Japanese / Chinese speaking and writing support provided by student staff
- 4) Help with finding language partners

Location / Hours / Reservations

Location: Building F, 1st floor

Hours: Monday·Tuesday·Thursday·Friday, 2nd - 6th period

Reservations: Please see the Academic Office website.



Writing Center

The Writing Center exists to support you in improving your academic writing skills. Here you can check your writing skills and develop them. Please feel free to visit the Writing Center not just for help writing class reports, but also for any other kind of writing support you may need. Refined writing skills are crucial not only while you are a student but out in the working world as well. Please make the most of the services the Writing Center has to offer in order to master the writing skills you need.

Concept "To produce better writers, not better writing"

The Writing Center provides students with workshops and individualized teaching with the goal of nurturing "self-reliant writers." "Self-reliant writers" are those who are able to notice problems in their own writing and make corrections by themselves.

Available Support

At the Writing Center, students can get one-on-one individualized instruction with one of our tutors. If you have ever had any of the following concerns, please visit us for assistance.

"I was assigned a paper in class, but I don't know what I should write on, or how to write about it..."
→It's OK, even if you haven't started writing yet. By discussing the topic with a tutor, we will help you put your thoughts together and get them down on paper.

"I finished my report, but I don't know if it's really OK the way it is... Can someone look it over?"
→Tutors will not correct or make any touch-ups to your text, but they will help you find potential problematic points in your writing by yourself. This is the first step in becoming a "self-reliant writer."

Domestic student tutors will assist with assignments for courses offered in Japanese;
international student tutors will assist with assignments for courses offered in English.

How to Use the Writing Center

- 1) Make a reservation on the "Writing Center" page of the Academic Office Website.
*Reservations can be made up to the day before your requested appointment time.
If you don't have a reservation but wish to use the Writing Center today, please check "Today's Available Walk-In Sessions" on the reservation page.



- 2) Please be sure to bring the assignment you received in class to your session.
*Even if it is just an unfinished text, please bring it.
- 3) Please establish your goal(s) for the session with the tutor at the beginning of your session.
Sessions are 40 minutes in length.

Location

Library, 1st floor, PANGAEA 3



AMC (Analytics and Math Center)

The AMC (Analytics and Math Center) aims to help APU students improve their analytics and math skills in either English or Japanese. We offer support for Fundamental Mathematics, Business Mathematics, Advanced Mathematics, and Statistics classes and homework.

Concept

AMC provides students individualized tutoring with the goal of nurturing their ability to solve problems on their own.

Available Support

At the AMC, students can get one-on-one individualized instruction with one of our trained tutors. If you ever have any of the following problems, please visit us for assistance.

"I don't understand something from math / statistics class."

"I need help with my math homework."

How to Use the AMC

1) Make a reservation on the "AMC Reservation" Page.

*Reservations can be made up to the day before your requested appointment time.

If you don't have a reservation but wish to use the AMC today, please check "Today's Available Walk-In Sessions" on the reservation page.



2) Please make sure to bring the following to your session:

Your class' textbook, handouts, calculator, homework, etc.

*Please complete your homework in advance and prepare specific questions for tutors.

3) At the beginning of your session, please fill in the session sheet.

Sessions are 40 minutes in length.

Location

AMC Booth: Library, 1st floor, next to the Reference Counter



2. Curriculum

2.1 Curriculum

2.1.1 What is a Curriculum?

A "curriculum" is a set of requirements for graduation and courses which may be taken. A student's curriculum is determined by the year of their enrollment, and with the exception of a change in enrollment status, it will not normally change during a student's time at APU.

Curriculum and Year of Enrollment

Curriculum Applied	Year Enrolled	Note
AY 2017 Curriculum	2017 Spring or later	-
AY 2011 Curriculum	2011 Spring - 2016 Fall	Curriculum remains the same regardless of readmission or reinstatement.

2.1.2 Graduation Requirements

Graduation requirements and the subjects that students can take differ depending on the student's curriculum, enrollment basis language, and status as either a domestic or international student. Graduation requirements are listed in the sections for each curriculum. Please make sure you read these carefully.

*Once a student has been designated a Japanese-basis Domestic student at the time of admission, even if the student's visa status is changed after admission, the graduation requirement to "Complete at least 20 credits of subjects held in English" will remain the same until graduation.

2.1.3 Systematic Study

Coursework at APU is arranged systematically, starting from introductory subjects and moving in increments of difficulty and complexity toward advanced courses. Students are encouraged to use the grade level, subject field, any listed prerequisite subjects, and registration criteria as a reference in choosing classes in a systematic manner. With the exception of courses with specific registration procedures, such as seminars, students are able to take any course at or below their grade level. However, the University recommends completing introductory and foundation subjects in a planned manner before attempting higher-level study.

Grade Level

Each course corresponds to a particular level of study, indicated by a grade level code. The levels are as follows. You can confirm the grade number for each subject from the subject list. The criteria for registering for courses held in a student's non-basis language will vary by their language-basis. For further details, please refer to the page which applies to you.

Grade Level	Description	Grade Level	Description
100 level	Primarily for 1st year students	300 level	Primarily for 3rd year students
200 level	Primarily for 2nd year students	400 level	Primarily for 4th year students

Prerequisite Subjects

In order to ensure that students take subjects in a systematic manner, there may be prerequisites assigned to specific subjects which students are required to complete to be eligible to register for the subjects. Prerequisites are shown on the subject list in section 2.2.14 (AY 2017 Curriculum) and 2.3.5 (AY 2011 Curriculum) respectively.

It should be noted that some subjects may have recommended prerequisites specified only on the syllabus, and are not included under the required "prerequisite subjects" on the subject list. Students may register for these subjects without completing the recommended prerequisites. However, as these subjects will be taught based on the assumption that students have completed the recommended subjects, please be sure to read the syllabus carefully and understand the requirements of each subject before registering.

2.2 AY 2017 Curriculum

2.2.1 College of Asia Pacific Studies (APS)

This curriculum applies to the following students.

- Students who enrolled in the College of Asia Pacific Studies (APS) as new (1st year) students in AY 2017 or later.
- Students who enrolled in the College of Asia Pacific Studies (APS) as 2nd year transfer students in AY 2018 or later.
- Students who enrolled in the College of Asia Pacific Studies (APS) as 3rd year transfer students in AY 2019 or later.

Degree

Those who have fulfilled the graduation requirements will be awarded a bachelor's degree upon graduation.

Degree Title
Bachelor of Social Science

Areas of Study

The College of Asia Pacific Studies has established four Areas of Study in order to conduct education and research for the development of wide-ranging problem solving ability and specialized know-how of the issues facing the Asia Pacific region. Studies are centered on solid language proficiency and a basic understanding of the diverse cultures, histories, societies, natural environments, and historical conditions of the Asia Pacific region.

As a part of the graduation requirements, (1) students must choose and register one Area of Study from the following Areas of Study and then (2) complete at least 2 credits from the required subjects (Common Liberal Arts Subjects) for the Area of Study of their choice and (3) 28 credits from the Major Education Subjects for the Area of Study. The name of that Area of Study will be noted on their diploma. Please note that students need to register for their Area of Study via Campusmate. Students can choose any one of the four Areas of Study. For more details regarding the registration procedure for an Area of Study, please refer to the Academic Office website.

Areas of Study (APS)	
かんきょう かいはつ 環境・開発	Environment and Development
かんこうがく 観光学	Hospitality and Tourism
こくさいかんけい 国際関係	International Relations and Peace Studies
ぶんか しゃかい 文化・社会・メディア	Culture, Society and Media

<Registering / Changing an Area of Study>

Eligible Semesters	Only from 2nd Semester to 6th Semester
Registration Periods	During Course Registration Period A, B, Correction Period 1, 2

*Once an Area of Study has been registered it can be changed an unlimited number of times within the registration period.

*Some of the programs listed in section 7, "Other Information and Programs" require applicants to have registered for an Area of Study as an eligibility requirement. As such, we strongly recommend students register their Area of Study as soon as possible.

2.2.2 Graduation Requirements Code (APS: AY2017 Curriculum)

You can confirm your "Graduation Requirements Code" using the following chart.

College	College of Asia Pacific Studies (APS)		
Enrollment Basis Language	Japanese-basis (J)		English-basis (E)
Track of English Course*	Standard Track (ST)	Advanced Track (AT)	
Graduation Requirements Code	<u>APS17JST</u> (APS AY 2017 Curriculum Japanese-basis Standard Track)	<u>APS17JAT</u> (APS AY 2017 Curriculum Japanese-basis Advanced Track)	<u>APS17E</u> (APS AY 2017 Curriculum English-basis)

*For Japanese-basis students, the appropriate curriculum and starting level of English language courses will be based on the results of the placement test taken at the time of enrollment.

Track of English Course	Starting level
Standard Track	any of "Elementary English A・B" - "Upper Intermediate English A・B"
Advanced Track	any of "Advanced English 1A・1B" or "Advanced English 2A・2B," or students who are exempted from all required English language subjects

2.2.3 Graduation Requirements (APS: AY2017 Curriculum)

In order to graduate from the College of Asia Pacific Studies (APS), students must complete all designated requirements for their curriculum as shown in the following table. Please make sure to refer to the information specified in the "Details" column.

No.	Requirement	Details	College of Asia Pacific Studies (APS)		
			APS17JST	APS17JAT	APS17E
1	Enroll for at least four years	p.20	○	○	○
2	Complete at least 124 credits total		○	○	○
3	Complete required language subjects (or be exempted from required language subjects)	p.74	○	○	○
4	Fulfill the credit requirements for each subject field	*1	○	○	○
5	Complete at least 20 credits of subjects held in English (This requirement applies only to <u>Japanese-basis domestic students.</u>)	*2	○	○	—
6	Choose and register an Area of Study	p.37	○	○	○
7	Complete at least 2 credits from the required subjects which you registered for your Area of Study (Common Liberal Arts Subjects)	p.41	○	○	○
8	Complete at least 28 credits from the Major Education Subjects for your registered Area of Study	*3	○	○	○

(Regarding the graduation requirements for transfer students, please contact the Academic Office.)

*1 Credit requirements for each subject field

APS17JST

Subject Field		Credit Requirement	Total
Common Education Subjects	English Language Subjects	24 (refer to Requirement No.3)	At least 124 Credits (refer to Requirement No. 2)
	Common Liberal Arts Subjects	16 (refer to Requirement No.7)	
	Language Education and Common Liberal Arts Subjects	0	
APS Major Education Subjects		62 (refer to Requirement No.8)	
Other College Subjects		0	
Subjects Not Counted Towards Graduation		0	

APS17JAT

Subject Field		Credit Requirement	Total
Common Education Subjects	English Language Subjects	12 (refer to Requirement No.3)	At least 124 Credits (refer to Requirement No.2)
	Common Liberal Arts Subjects	16 (refer to Requirement No.7)	
	Language Education and Common Liberal Arts Subjects	12	
APS Major Education Subjects		62 (refer to Requirement No.8)	
Other College Subjects		0	
Subjects Not Counted Towards Graduation		0	

APS17E

Subject Field		Credit Requirement	Total
Common Education Subjects	Japanese Language Subjects	16 (refer to Requirement No.3)	At least 124 Credits (refer to Requirement No.2)
	Common Liberal Arts Subjects	16 (refer to Requirement No.7)	
	Language Education and Common Liberal Arts Subjects	8	
APS Major Education Subjects		62 (refer to Requirement No.8)	
Other College Subjects		0	
Subjects Not Counted Towards Graduation		0	

*2 Japanese-basis "Domestic" students must complete at least 20 credits of Common Liberal Arts Subjects and Major Education Subjects (of own college or other college) held in English. Language Education Subjects and all subjects held in both English and Japanese together (E / J) will not be counted toward this total. Japanese-basis "International" students do not need to complete this requirement for graduation.

All Japanese-basis students must complete "Intermediate English A & B" before they may register for subjects held in English except for "APS Bridge Program." The "APS Bridge Program" is regarded as a subject held in English. Only Japanese-basis "Domestic" and Standard Track APS students can take the "APS Bridge Program." These students may take the Bridge Program after completing "Pre-Intermediate English A and B" and before completing "Upper-Intermediate English A & B." After completing the Bridge Program, students will be unable to re-register it.

*3 Information on which subjects belong to which Area of Study are provided in "AY 2017 Curriculum Outline" (p.84) and "AY 2017 Curriculum Subject List" (p.88).

2.2.4 Core Subjects and Required Subjects for each Area of Study (APS)

Core Subjects ("Introduction to APS" and "Introduction to Area Studies")

Social science is considered to be made up of two aspects, (1) society as the subject of research and (2) the approaches for examining society and theoretical frameworks underlying those approaches. In line with this, the subject of research in APS is the Asia Pacific region, and the four Areas of Study comprise the approaches and theoretical frameworks for observing the Asia Pacific region. As learning these two aspects forms the basis of APS, the following two subjects have been established for this reason: "Introduction to APS" and "Introduction to Area Studies." In "Introduction to APS," students learn the approaches and theoretical frameworks of each Area of Study to gain an understanding of what will be like to pursue major studies in the Areas of Study. In "Introduction to Area Studies," students learn the methods for learning about the Asia Pacific region - that is, the subject of research in APS. By taking these two subjects, students can learn the ideals and objectives of APS. Therefore, students are strongly encouraged to complete these two subjects.

As the table below shows, "Introduction to APS" is automatically registered by the University, but students need to register "Introduction to Area Studies" by themselves if they want to take it.

Core Subjects

Subject (Subject Field)	Description	Registration	Registration Period Set by APU
Introduction to APS (APS Major)	In this subject, new students learn the information they need to study in the College of Asia Pacific Studies. Structured as a lecture series, faculty from the four Areas of Study take turns providing students with insight into three topics: (1) What is a university and what should I do there?, (2) What kind of college is the College of Asia Pacific Studies, what can I study there, and what is 'Asia Pacific Studies'?, and (3) What can I study and research in the four different areas? By taking this course, students will have an opportunity to think about what they want to study over the next four years, and they will gain a clearer idea of their end goal.	Registered by the University	Japanese-basis students: Spring semester (1st year) English-basis students: 1st semester
Introduction to Area Studies (APS Major)	In this subject, students will learn the fundamentals they need to understand the Asia Pacific region. The aim is to provide them with insights from multiple angles into the uniqueness and diversity of the Asia Pacific region. At the same time, they will tackle the question of 'What is area studies as it pertains to the Asia Pacific region?' and take a wide-angle view of the objectives of the field. By providing students with the basic knowledge and theories they need to understand the Asia Pacific region, this subject serves as the first step to broader and deeper learning about the region.	Registered by Student	

Required Subjects for each Area of Study

At APS, certain subjects are required for each Area of Study. The subjects "Introduction to Environmental Studies" or "Introduction to Development Studies" are required for the area of Environment and Development; "Introduction to Tourism and Hospitality" is required for the area of Hospitality and Tourism; "Introduction to International Relations" is required for the area of International Relations and Peace Studies; and "Introduction to Culture and Society" or "Introduction to Media Studies" are required for the area of Culture, Society and Media.

Through these subjects, students will learn the fundamentals of each academic field (Environmental Studies, Development Studies, Hospitality and Tourism Studies, International Relations, Sociology, Culture Studies / Cultural Anthropology, and Media Studies). Students will tackle questions such as what a designated academic field is and become acquainted with a wide-angle view of the problems and the objectives of these fields. These subjects serve as the first step to a broader and a deeper learning in the academic fields by providing students with the basic knowledge and theories they need to understand the field.

Please note that one of the criteria for graduating from the College of Asia Pacific Studies is:

- **To obtain at least 2 credits from the subjects required for the area of study for which they register. (This corresponds to requirement No.7 in section 2.2.3)**

Required Subjects for each Area of Study

Area of Study	Subject (Subject field)	Registration
Environment and Development	Introduction to Environmental Studies (Common Liberal Arts)	Registered by Student
	Introduction to Development Studies (Common Liberal Arts)	
Hospitality and Tourism	Introduction to Tourism and Hospitality (Common Liberal Arts)	
International Relations and Peace Studies	Introduction to International Relations (Common Liberal Arts)	
Culture, Society and Media	Introduction to Culture and Society (Common Liberal Arts)	
	Introduction to Media Studies (Common Liberal Arts)	

2.2.5 Reference Table for Graduation Requirements (APS)

Graduation Requirements Code

APS17JST

(refer to p.38)

*2

Complete at least 2 credits from the required subjects of the Area of Study of your choice (Common Liberal Arts Subjects).

- Environment and Development → "Introduction to Environmental Studies" or "Introduction to Development Studies"
- Hospitality and Tourism → "Introduction to Tourism and Hospitality"
- International Relations and Peace Studies → "Introduction to International Relations"
- Culture, Society and Media → "Introduction to Culture and Society" or "Introduction to Media Studies"

*3

In the case a student is exempted from some required Language Education Subjects based on the placement test etc., the student must get the same amount of credits from the "Language Education and Common Liberal Arts Subjects" field.

Subject Field		Credit Requirement	Total
Common Education Subjects	English Language Subjects	24	at least 124 Credits
	Common Liberal Arts Subjects	16 ^{*2}	
	Language Education and Common Liberal Arts Subjects	0 ^{*3}	
APS Major Education Subjects		62 ^{*4}	^{*6}
Other College Subjects		0 ^{*5}	
Subjects Not Counted Towards Graduation ^{*1}		0	

*6

Japanese-basis domestic students must complete at least 20 credits of subjects held in English.

*1

Some subjects are not counted towards graduation under particular conditions. "Field Research Project" and "Volunteer Activities" subjects can be counted for graduation up to 8 credits each. "Internship" and "Business Internship" can be counted for graduation up to 14 credits in total. If a student takes enough of these subjects to exceed these limits, the surplus credits will be counted in this field.

*5

Students do not need to take subjects in the Subject Fields that have no Credit Requirement for graduation.

*4

Complete at least 28 credits from the Major Education Subjects for the Area of Study of your choice.

***2**
Complete at least 2 credits from the required subjects of the Area of Study of your choice (Common Liberal Arts Subjects).

- Environment and Development → "Introduction to Environmental Studies" or "Introduction to Development Studies"
- Hospitality and Tourism → "Introduction to Tourism and Hospitality"
- International Relations and Peace Studies → "Introduction to International Relations"
- Culture, Society and Media → "Introduction to Culture and Society" or "Introduction to Media Studies"

***3**
In the case a student is exempted from some required Language Education Subjects based on the placement test etc., the student must get the same amount of credits from the "Language Education and Common Liberal Arts Subjects" field.

Subject Field		Credit Requirement	Total
Common Education Subjects	English Language Subjects	12	at least 124 Credits
	Common Liberal Arts Subjects	16 *2	
	Language Education and Common Liberal Arts Subjects	12 *3	
APS Major Education Subjects		62 *4	*6
Other College Subjects		0 *5	
Subjects Not Counted Towards Graduation *1		0	

***6**
Japanese-basis domestic students must complete at least 20 credits of subjects held in English.

***1**
Some subjects are not counted towards graduation under particular conditions. "Field Research Project" and "Volunteer Activities" subjects can be counted for graduation up to 8 credits each. "Internship" and "Business Internship" can be counted for graduation up to 14 credits in total. If a student takes enough of these subjects to exceed these limits, the surplus credits will be counted in this field.

***5**
Students do not need to take subjects in the Subject Fields that have no Credit Requirement for graduation.

***4**
Complete at least 28 credits from the Major Education Subjects for the Area of Study of your choice.

Graduation Requirements Code

APS17E

(refer to p.38)

***2**

Complete at least 2 credits from the required subjects of the Area of Study of your choice (Common Liberal Arts Subjects).

- Environment and Development → "Introduction to Environmental Studies" or "Introduction to Development Studies"
- Hospitality and Tourism → "Introduction to Tourism and Hospitality"
- International Relations and Peace Studies → "Introduction to International Relations"
- Culture, Society and Media → "Introduction to Culture and Society" or "Introduction to Media Studies"

***3**

In the case a student is exempted from some required Language Education Subjects based on the placement test etc., the student must get the same amount of credits from the "Language Education and Common Liberal Arts Subjects" field.

Subject Field		Credit Requirement	Total
Common Education Subjects	Japanese Language Subjects	16	at least 124 Credits
	Common Liberal Arts Subjects	16 ^{*2}	
	Language Education and Common Liberal Arts Subjects	8 ^{*3}	
APS Major Education Subjects		62 ^{*4}	
Other College Subjects		0 ^{*5}	
Subjects Not Counted Towards Graduation ^{*1}		0	

***1**

Some subjects are not counted towards graduation under particular conditions. "Field Research Project" and "Volunteer Activities" subjects can be counted for graduation up to 8 credits each. "Internship" and "Business Internship" can be counted for graduation up to 14 credits in total. If a student takes enough of these subjects to exceed these limits, the surplus credits will be counted in this field.

***5**

Students do not need to take subjects in the Subject Fields that have no Credit Requirement for graduation.

***4**

Complete at least 28 credits from the Major Education Subjects for the Area of Study of your choice.

APs: Required Credits (APS17JST-Students starting their subjects from Elementary English A·B)

★	★	●	○	■	■	□	□	□	109	121	133
★	★	●	○	○	■	■	□	□	110	122	134
★	★	○	○	○	■	■	□	□	111	123	135
★	★	○	○	○	■	■	□	□	112	124	136
★	★	○	○	■	■	■	□	□	113	125	137
★	★	○	○	■	■	■	□	□	114	126	138
★	★	○	○	■	■	■	□	□	115	127	139
★	★	○	○	■	■	■	□	□	116	128	140
★	★	○	○	■	■	■	□	□	117	129	141
★	★	○	○	■	■	■	□	□	118	130	142
★	★	○	○	■	■	■	□	□	119	131	143
★	★	○	○	■	■	■	□	□	120	132	144
★	★	○	○	■	■	□	□	□	108		
★	★	○	○	■	■	□	□	□	107		
★	★	○	○	■	■	□	□	□	106		
★	★	○	○	■	■	□	□	□	105		
★	★	○	○	■	■	□	□	□	104		
★	★	○	○	■	■	□	□	□	103		
★	★	○	○	■	■	□	□	□			

※ Required credits differ based on the English Language Subjects registered in the 1st semester.

- ① Students starting their subjects from Pre-Intermediate English A : B : ★ 18 Credits, △ 6 Credits
- ② Students starting their subjects from Intermediate English A : B : ★ 12 Credits, △ 12 Credits
- ③ Students starting their subjects from Pre-Advanced English A : B : ★ 6 Credits, △ 18 Credits

APS: Required Credits (APS17JAT-Students starting their subjects from Advanced English 1A+1B)

② Students Exempted for Required Language(English) Subjects : ★ 0 Credits, △ 24 Credits

APS: Required Credits (APS17E-Students starting their subjects from Japanese Foundation Course I・II・III)

★	★	○	△	■	■	□	□	□	108	109	121	133
★	★	○	△	■	■	□	□	□	107	110	122	134
★	★	○	△	■	■	□	□	□	106	111	123	135
★	★	○	△	■	■	□	□	□	105	112		
★	○	○		■	■	■	□	□	104	113	124	
★	○	○		■	■	■	□	□	103	114		
★	●	○		■	■	■	□	□		115	125	136
★	●	○		■	■	■	□	□		116	126	137
★	★	○	△	■	■	□	□	□		117	127	138
★	★	○	△	■	■	□	□	□		118	128	139
★	★	○	△	■	■	□	□	□		119	129	140
★	★	○	△	■	■	□	□	□		120	130	141
★	★	○	△	■	■	□	□	□		108	131	142
★	★	○	△	■	■	□	□	□		107	132	143
★	★	○	△	■	■	□	□	□		106	133	144

※ Required credits differ based on the Japanese Language Subjects registered in the 1st semester.

- ① Students starting their subjects from Japanese Foundation Course II : III : ★ 12 Credits, △ 12 Credits
- ② Students starting their subjects from Japanese Foundation Course III : ★ 8 Credits, △ 16 Credits
- ③ Students starting their subjects from Japanese Intermediate Course : ★ 4 Credits, △ 20 Credits
- ④ Students Exempted for Required Language(Japanese) Subjects : ★ 0 Credits, △ 24 Credits

自動登録科目の確認表：APS17JST（春入学生）

Automatic Registration Subjects Table: APS17JST（Spring Enrollees）

APS17 JST	1 単位 Credits	2 単位 Credits	3 単位 Credits	4 単位 Credits	5 単位 Credits	6 単位 Credits	7 単位 Credits	8 単位 Credits	9 単位 Credits	10 単位 Credits	11 単位 Credits	12 単位 Credits	13 単位 Credits	14 単位 Credits	15 単位 Credits	16 単位 Credits	17 単位 Credits	18 単位 Credits	19 単位 Credits	20 単位 Credits	21 単位 Credits	22 単位 Credits	23 単位 Credits	24 単位 Credits
1 Semester (Spring)	英語初級A Elementary English A		英語初級B Elementary English B		スタディスキル アカデミック ライティング Study Skills and Academic Writing		APS入門 Introduction to APS		1		2	3	4	5	6	7	8							
2 Semester (Fall)	英語準中級A Pre-Intermediate English A		英語準中級B Pre-Intermediate English B		多文化協働 ワークショップ Multicultural Cooperative Workshop		1		2	3	4	5	6	7	8	9	10							
3 Semester (Spring)	英語中級A Intermediate English A		英語中級B Intermediate English B		1		2		3	4	5	6	7	8	9	10	11	12	13	14				
4 Semester (Fall)	英語準上級A Pre-Advanced English A		英語準上級B Pre-Advanced English B		1		2		3	4	5	6	7	8	9	10	11	12	13	14				
5 Semester (Spring)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
6 Semester (Fall)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
7 Semester (Spring)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
8 Semester (Fall)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24

注 / NOTE
必修言語の履修免除
無しの場合
No Exemption for
Required Language
Subjects

自動登録科目の確認表：APS17JAT（春入学生）

Automatic Registration Subjects Table: APS17JAT (Spring Enrollees)

APS17 JAT	1 単位 Credits	2 単位 Credits	3 単位 Credits	4 単位 Credits	5 単位 Credits	6 単位 Credits	7 単位 Credits	8 単位 Credits	9 単位 Credits	10 単位 Credits	11 単位 Credits	12 単位 Credits	13 単位 Credits	14 単位 Credits	15 単位 Credits	16 単位 Credits	17 単位 Credits	18 単位 Credits	19 単位 Credits	20 単位 Credits	21 単位 Credits	22 単位 Credits	23 単位 Credits	24 単位 Credits
1 Semester (Spring)	英語上級1A Advanced English 1A			英語上級1B Advanced English 1B			スタディスキル アカデミック ライティング Study Skills and Academic Writing			APS入門 Introduction to APS		1	2	3	4	5	6	7	8					
2 Semester (Fall)	英語上級2A Advanced English 2A			英語上級2B Advanced English 2B			多文化協働 ワークショップ Multicultural Cooperative Workshop			1	2	3	4	5	6	7	8	9	10					
3 Semester (Spring)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
4 Semester (Fall)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
5 Semester (Spring)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
6 Semester (Fall)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
7 Semester (Spring)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
8 Semester (Fall)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24

注 / NOTE
必修言語の履修免除
無しの場合
No Exemption for
Required Language
Subjects

自動登録科目の確認表：APS17E（春入学生）

Automatic Registration Subjects Table: APS17E（Spring Enrollees）

APS17E	1 単位 Credits	2 単位 Credits	3 単位 Credits	4 単位 Credits	5 単位 Credits	6 単位 Credits	7 単位 Credits	8 単位 Credits	9 単位 Credits	10 単位 Credits	11 単位 Credits	12 単位 Credits	13 単位 Credits	14 単位 Credits	15 単位 Credits	16 単位 Credits	17 単位 Credits	18 単位 Credits	19 単位 Credits	20 単位 Credits	21 単位 Credits	22 単位 Credits	23 単位 Credits	24 単位 Credits
1 Semester (Spring)	日本語初級 I Japanese Foundation Course I					日本語初級 II Japanese Foundation Course II					日本語初級 III Japanese Foundation Course III					APS入門 Introduction to APS	1	2						
2 Semester (Fall)	日本語中級 Japanese Intermediate Course					多文化協働 ワークショップ Multicultural Cooperative Workshop	1	2	3	4	5	6	7	8	9	10	11	12						
3 Semester (Spring)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
4 Semester (Fall)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
5 Semester (Spring)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
6 Semester (Fall)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
7 Semester (Spring)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
8 Semester (Fall)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24

注 / NOTE

必修言語の履修免除
無しの場合

No Exemption for
Required Language
Subjects

自動登録科目の確認表：APS17JST（秋入学生）

Automatic Registration Subjects Table: APS17JST (Fall Enrollees)

APS17 JST	1 単位 Credits	2 単位 Credits	3 単位 Credits	4 単位 Credits	5 単位 Credits	6 単位 Credits	7 単位 Credits	8 単位 Credits	9 単位 Credits	10 単位 Credits	11 単位 Credits	12 単位 Credits	13 単位 Credits	14 単位 Credits	15 単位 Credits	16 単位 Credits	17 単位 Credits	18 単位 Credits	19 単位 Credits	20 単位 Credits	21 単位 Credits	22 単位 Credits	23 単位 Credits	24 単位 Credits
1 Semester (Fall)	英語初級A Elementary English A				英語初級B Elementary English B	スタディスキル ライティング Study Skills and Academic Writing		多文化理解 ワークショップ Multicultural Cooperative Workshop		1	2	3	4	5	6	7	8							
2 Semester (Spring)	英語準中級A Pre-Intermediate English A				英語準中級B Pre-Intermediate English B	APS入門 Introduction to APS		1	2	3	4	5	6	7	8	9	10							
3 Semester (Fall)	英語中級A Intermediate English A				英語中級B Intermediate English B	1	2	3	4	5	6	7	8	9	10	11	12	13	14					
4 Semester (Spring)	英語準上級A Pre-Advanced English A				英語準上級B Pre-Advanced English B	1	2	3	4	5	6	7	8	9	10	11	12	13	14					
5 Semester (Fall)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
6 Semester (Spring)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
7 Semester (Fall)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
8 Semester (Spring)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24

注 / NOTE
必修言語の履修免除
無しの場合
No Exemption for
Required Language
Subjects

自動登録科目の確認表：APS17JAT（秋入学生）

Automatic Registration Subjects Table: APS17JAT（Fall Enrollees）

APS17 JAT	1 単位 Credits	2 単位 Credits	3 単位 Credits	4 単位 Credits	5 単位 Credits	6 単位 Credits	7 単位 Credits	8 単位 Credits	9 単位 Credits	10 単位 Credits	11 単位 Credits	12 単位 Credits	13 単位 Credits	14 単位 Credits	15 単位 Credits	16 単位 Credits	17 単位 Credits	18 単位 Credits	19 単位 Credits	20 単位 Credits	21 単位 Credits	22 単位 Credits	23 単位 Credits	24 単位 Credits
1 Semester (Fall)	英語上級1A Advanced English 1A				英語上級1B Advanced English 1B		スタディスキル・ アカデミック ライティング Academic Writing		多文化協働 ワークショップ Multicultural Cooperative Workshop		1	2	3	4	5	6	7	8						
2 Semester (Spring)	英語上級2A Advanced English 2A				英語上級2B Advanced English 2B		APS入門 Introduction to APS		1	2	3	4	5	6	7	8	9	10						
3 Semester (Fall)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
4 Semester (Spring)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
5 Semester (Fall)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
6 Semester (Spring)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
7 Semester (Fall)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
8 Semester (Spring)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24

注 / NOTE

必修言語の履修免除
無しの場合

No Exemption for
Required Language
Subjects

自動登録科目の確認表：APS17E (秋入学生)

Automatic Registration Subjects Table: APS17E (Fall Enrollees)

APS17 E	1 単位 Credits	2 単位 Credits	3 単位 Credits	4 単位 Credits	5 単位 Credits	6 単位 Credits	7 単位 Credits	8 単位 Credits	9 単位 Credits	10 単位 Credits	11 単位 Credits	12 単位 Credits	13 単位 Credits	14 単位 Credits	15 単位 Credits	16 単位 Credits	17 単位 Credits	18 単位 Credits	19 単位 Credits	20 単位 Credits	21 単位 Credits	22 単位 Credits	23 単位 Credits	24 単位 Credits
1 Semester (Fall)	日本語初級 I Japanese Foundation Course I				日本語初級 II Japanese Foundation Course II				日本語初級 III Japanese Foundation Course III				スタディスキル・ ライティング Study Skills and Academic Writing		多文化理解 ワークショップ Multicultural Cooperative Workshop		APS入門 Introduction to APS							
2 Semester (Spring)	日本語中級 Japanese Intermediate Course				1	2	3	4	5	6	7	8	9	10	11	12	13	14						
3 Semester (Fall)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
4 Semester (Spring)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
5 Semester (Fall)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
6 Semester (Spring)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
7 Semester (Fall)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
8 Semester (Spring)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24

注 / NOTE
必修言語の履修免除
無しの場合
No Exemption for
Required Language
Subjects

Grade Report Screen of Campusmate

■ Graduation Requirements Code: APS17E(example)

* "Required" credits and "Required (adjusted)" credits differ depending on the enrollment basis language or the track of English course.

* This screen will appear after APS students select their Area of Study.

***A**
If a student selected an Area of Study which has two required subjects and completed both subjects, 2 credits will be counted in "② ●● (Area of Study's) Required Common Liberal Arts Subjects" field and the other 2 credits will be counted in "③ Common Liberal Arts Subjects" field. Information on the required subjects for each Area of Study is provided in "Core Subjects and Required Subjects for each Area of Study."

***B**
If the number of completed credits in the "③ Common Liberal Arts Subjects" field exceeds 14 credits, the surplus credits will be counted in the "④ Language Education and Common Liberal Arts Subjects" field.

***C**
If the number of completed credits in the "⑤ ●● (Area of Study's) Major Education Subjects" field exceeds 28 credits, the surplus credits will be counted in the "⑥ APS Major Education Subjects" field. Information on which subjects belong to which Area of Study is provided in "AY 2017 Curriculum Outline" and "AY 2017 Curriculum Subject List."

***D**
If a student is exempted from some required Language Education Subjects (①) based on the placement test etc., the student must get the same amount of credits from the "④ Language Education and Common Liberal Arts Subjects" field.

***E**
The number of credits required for graduation.

***F**
Completed Credits. The number in ①②③⑤ cannot exceed each "Required (adjusted)" credits. (refer to *A, B, C)

Subject Field	Required	Exemption (-)	Exemption (+)	Required (adjusted)	Completed Opposite Language	Completed
① Japanese Language Subjects	16	-4		12		① 8
② ●● (Area of Study's) Required Common Liberal Arts Subjects	2			2		② 2
③ Common Liberal Arts Subjects	14			14	4	③ 14
④ Language Education and Common Liberal Arts Subjects	8		+4	12		④ 16
⑤ ●● (Area of Study's) Major Education Subjects	28			28		⑤ 28
⑥ APS Major Education Subjects	34			34	10	⑥ 38
⑦ Other College Subjects					4	⑦ 14
⑧ Total Credits	124			124	18	⑧ 120
Subjects Not Counted Towards Graduation						

***G**
"⑧ Total Credits" means the sum of completed credits from fields ① to ⑦.

***H**
Japanese-basis domestic students and Accelerated Graduation Program students must complete at least 20 credits of Common Liberal Arts Subjects and Major Education Subjects (of their own college or other college) held in their non-basis language. All subjects held in both English and Japanese (E / J) and Language Education Subjects will not be counted toward this total.

2.2.6 College of International Management (APM)

This curriculum applies to the following students.

- Students who enrolled in the College of International Management (APM) as new (1st year) students in AY 2017 or later.
- Students who enrolled in the College of International Management (APM) as 2nd year transfer students in AY 2018 or later.
- Students who enrolled in the College of International Management (APM) as 3rd year transfer students in AY 2019 or later.

Degree

Those who have fulfilled the graduation requirements will be awarded a bachelor's degree upon graduation.

Degree
Bachelor of Business Administration

Areas of Study

The College of International Management has established four Areas of Study in order to support the development of future business people with high professional ethics and the ability to discover and resolve management issues. Students will acquire a knowledge of management and a deep understanding of diverse societies, cultures, and traditions and also interact with individuals from a variety of backgrounds in the world of international business. Once students have completed 12 or more credits from among the designated subjects for the Area of Study (seminar subjects can be included up to 4 credits in the 12 credits; 8 credits must be completed from lecture subjects) and registered for their Area of Study via Campusmate during the designated registration period, the name of that Area of Study will be noted on their diploma. Students can only choose one of the four Areas of Study. For further details regarding the registration procedures for an Area of Study, please refer to the Academic Office website.

Areas of Study (APM)	
かいけい 会計・ファイナンス	Accounting and Finance
マーケティング	Marketing
けいさいたんりやく 経営戦略と組織	Strategic Management and Organization
けいざいがく イノベーション・経済学	Innovation and Economics

<Registering / Changing an Area of Study>

Eligible Semesters	1st Semester to Semester of Graduation
Registration Periods	During Course Registration Period A, B, Correction Period 1, 2

2.2.7 Graduation Requirements Code (APM: AY2017 Curriculum)

You can confirm your "Graduation Requirements Code" using the following chart.

College	College of International Management (APM)		
Enrollment Basis Language	Japanese-basis (J)		English-basis (E)
Track of English Course*	Standard Track (ST)	Advanced Track (AT)	
Graduation Requirements Code	<u>APM17JST</u> (APM AY 2017 Curriculum Japanese-basis Standard Track)	<u>APM17JAT</u> (APM AY 2017 Curriculum Japanese-basis Advanced Track)	<u>APM17E</u> (APM AY 2017 Curriculum English-basis)

*For Japanese-basis students, the appropriate curriculum and starting level of English language courses will be based on the results of the placement test taken at the time of enrollment.

Track of English Course	Starting level
Standard Track	any of "Elementary English A・B" - "Upper Intermediate English A・B"
Advanced Track	any of "Advanced English 1A・1B" or "Advanced English 2A・2B," or students who are exempted from all required English language subjects

2.2.8 Graduation Requirements (APM: AY2017 Curriculum)

In order to graduate from the College of International Management (APM), students must complete all designated requirements for their curriculum as shown in the following table.

Please make sure to refer to the information specified in the "Details" column.

No.	Requirement	Details	College of International Management (APM)		
			APM17JST	APM17JAT	APM17E
1	Enroll for at least four years	p.20	○	○	○
2	Complete at least 124 credits total		○	○	○
3	Complete required language subjects (or be exempted from required language subjects)	p.74	○	○	○
4	Fulfill the credit requirements for each subject field	*1	○	○	○
5	Complete at least 20 credits of subjects held in English (This requirement applies only to Japanese-basis domestic students.)	*2	○	○	—
6	Complete APM Required Subjects	p.58	○	○	○
7	Complete at least 2 credits from APM Required Subjects (Mathematics)	p.60	○	○	○

(Regarding the graduation requirements for transfer students, please contact the Academic Office.)

*1 Credit requirements for each subject field

APM17JST

Subject Field		Credit Requirement	Total
Common Education Subjects	English Language Subjects	24 (refer to Requirement No.3)	at least 124 Credits (refer to Requirement No.2)
	Common Liberal Arts Subjects	16 (refer to Requirement No.6)	
	Language Education and Common Liberal Arts Subjects	0	
APM Major Education Subjects	Required Major Education Subjects	20 (refer to Requirements No.6 & No.7)	
	Major Education Subjects	42	
Other College Subjects		0	
Subjects Not Counted Towards Graduation		0	

APM17JAT

Subject Field		Credit Requirement	Total
Common Education Subjects	English Language Subjects	12 (refer to Requirement No.3)	at least 124 Credits (refer to Requirement No.2)
	Common Liberal Arts Subjects	16 (refer to Requirement No.6)	
	Language Education and Common Liberal Arts Subjects	12	
APM Major Education Subjects	Required Major Education Subjects	20 (refer to Requirements No.6 & No.7)	
	Major Education Subjects	42	
Other College Subjects		0	
Subjects Not Counted Towards Graduation		0	

APM17E

Subject Field		Credit Requirement	Total
Common Education Subjects	Japanese Language Subjects	16 (refer to Requirement No.3)	at least 124 Credits (refer to Requirement No.2)
	Common Liberal Arts Subjects	16 (refer to Requirement No.6)	
	Language Education and Common Liberal Arts Subjects	8	
APM Major Education Subjects	Required Major Education Subjects	20 (refer to Requirements No.6 & No.7)	
	Major Education Subjects	42	
Other College Subjects		0	
Subjects Not Counted Towards Graduation		0	

*2 Japanese-basis "Domestic" students must complete at least 20 credits of Common Liberal Arts Subjects and Major Education Subjects (of own college or other college) held in English. Language Education Subjects and all subjects held in both English and Japanese together (E / J) will not be counted toward this total. Japanese-basis "International" students do not need to complete this requirement for graduation.

All Japanese-basis students must complete "Intermediate English A & B" before they may register for subjects held in English except for "APM Bridge Program." The "APM Bridge Program" is regarded as a subject held in English. Only Japanese-basis "Domestic" and Standard Track APM students can take the "APM Bridge Program." These students may take the Bridge Program after completing "Pre-Intermediate English A and B" and before completing "Upper-Intermediate English A & B." After completing the Bridge Program, students will be unable to re-register it.

2.2.9 Required Subjects (APM)

APM has established the following 11 required subjects: "Introduction to Management," "Statistics," "Introduction to Economics," "Accounting I," "Introduction to Marketing," "Finance," "Management of Human Resources and Organizational Behavior," "Production Management," "Legal Strategy in Business," "Business Ethics," and "Global Management (Capstone)" (Total number of required credits: 22). "Global Management (Capstone)" serves as the culmination of four years of study in APM. It is designed to enhance the understanding of certain topics through deep learning and debate and to improve systematic comprehension in all four Areas of Study.

APM students are also required to complete either "Fundamental Mathematics" or "Advanced Mathematics," which are offered as Required Subjects (Mathematics).

Please note that two of the criteria for graduating from APM are:

- **To successfully complete all Required Subjects. (This corresponds to requirement No.6 in section 2.2.8)**
- **To successfully complete at least 2 credits from Required Subjects (Mathematics) (This corresponds to requirement No.7 in section 2.2.8)**

Required Subjects

Subject	Description	Registration	Registration Semester (*1)
Introduction to Management (APM Major)	Introduction to Management gives students a general understanding of contemporary corporations and how they are managed. In particular, students will understand the big picture of management culture, and gain the fundamental business knowledge needed for their other major subjects. This subject is the basis of all other studies within APM.	Registered by the University	1st semester
Statistics (Common Liberal Arts)	Statistics is the study of analyzing and interpreting data for finding the characteristics or trends in the data. Statistics provides tools to draw inferences on a wide range of issues through the use of mathematical methods. This subject will provide an introduction to descriptive and inferential statistics.	Registered by Student	
Introduction to Economics (Common Liberal Arts)	Economics provides a useful view on people's economic behavior, the mechanism of the economy, and economic policy. This subject helps students to gain fundamental ideas and acquire basic analytical abilities in economics to analyze various economic issues and policies.	Registered by the University	2nd semester (*2)
Accounting I (APM Major)	Accounting is sometimes called "The language of Business" and this course is an introduction to the basic concepts and standards underlying financial accounting systems. Several important concepts will be studied, including assets, liabilities, equity, revenue, and expense, while emphasizing the construction of the Financial Statements as well as their interpretation.	Registered by the University	2nd semester (*2)
Introduction to Marketing (APM Major)	Marketing is an integral part of today's business world. This course aims to develop your basic knowledge of marketing. We explore core concepts and tools to help students better understand customers in order to deliver goods and services to satisfy their desires.	Registered by the University	2nd semester (*2)

Subject	Description	Registration	Registration Semester (*1)
Finance (APM Major)	Finance is a branch of studies concerned with 'money,' 'investment,' and 'funding,' which are the central concerns for households, individual & institutional investors, firms, and policy makers. The Finance course provides students a chance to understand the fundamental role of 'money' and 'finance' as well as the functions of financial institutions such as commercial banks and investment banks (securities / stock brokerage firms). Understanding the basic knowledge in 'finance' is a pre-requisite for undertaking further courses in the module of finance, and is invaluable for building a foundation for being engaged in business management in the future.	Registered by the University	3rd semester
Management of Human Resources and Organizational Behavior (APM Major)	Why do some organizations succeed while others fail? Why do some people love their jobs while others work miserably or quit? The course offers theories and applications of basic principles in understanding behavior and managing people in an organizational context.	Registered by the University	3rd semester
Production Management (APM Major)	Production Management is the systematic direction and control of the production process. It involves planning, monitoring, and control of inputs, facilities, costs, scheduling, inventory, quality, and technology. This subject will provide basic concepts, theories, and issues in production management.	Registered by the University	3rd semester
Legal Strategy in Business (APM Major)	The legal environment plays a crucial role in determining the strategy and success of any business. It is imperative for students to understand the legal issues and risks in business decision making. This subject will discuss strategy in the context of several legal situations through the use of cases and will introduce the relevance of law to business operations, role of contracts in business, employment obligations, and social environment with emphasis on business ethics in a global setting.	Registered by the University	3rd semester
Business Ethics (APM Major)	What are businesses for? What is their role in society? Is anything wrong with contemporary business practices? Such questions are of obvious practical importance to managers wanting to operate successfully in a world of increased political and ethical complexity. This subject is going to help students to find answers to these questions. In doing so, it will enable students to incorporate ethics into business decision making and develop their sense of responsibility.	Registered by the University	5th semester
Global Management (Capstone) (APM Major)	Global Management (Capstone) is the capstone course at APM that brings together students from all specializations and national backgrounds in an interactive and collaborative fashion. Using case studies, students are able to look at real world examples and situations, exchange their points of view based on their prior classwork and experiences, and come up with potential solutions to problems. The capstone course reviews all essential business knowledge and skills needed to work collaboratively and look critically at issues that have the potential to impact any business.	Registered by the University	7th semester

*1 Students will automatically be registered for subjects during the registration period shown in, "Registration semester." If students are unable to successfully earn credits during that period, APU will continue to register them each semester until they successfully earn the required credits. APM students can apply to take these subjects in the language opposite from their enrollment basis language. The application has to be submitted before the semester starts through the official web form specified by the Academic Office. Please also note that the registration semester for transfer students from outside of APU or students who transfer from APS to APM may differ from these shown above.

*2 Students are allowed to register for the three subjects, "Accounting I," "Introduction to Marketing," and "Introduction to Economics" by themselves in their first semester depending on the starting level of their required language subject. If they are successfully able to earn credits for the registered subject, it will be recognized as successful completion of a required subject and it will not be registered again in the second semester or later.

Required Subjects (Mathematics)

Subject	Description	Registration	Registration Semester
Fundamental Mathematics (APM Major)	Fundamental Mathematics will provide you the chance to learn the minimum mathematical skills and mathematical literacy necessary in order to understand social science. Especially, these skills are related to mathematical operations such as quantitative calculations and Excel (spreadsheet) which are used in the APM quantitative courses ("Finance," "Introduction to Economics," "Accounting," and so on). This subject aims to get students familiar with numbers and to help them acquire fundamental knowledge / literacy and learn how to think using mathematics.	Registered by Student	Students are strongly recommended to take these subjects in the early stages of their studies.
Advanced Mathematics (APM Major)	Advanced Mathematics will provide you the chance to learn mathematics that is the foundation of scientific methods used to analyze mechanisms and patterns of social phenomena. Especially, these tools are related to mathematical models (i.e. formulation using the language of mathematics) for making decisions or analyzing business issues used in the four Areas of Study (Accounting and Finance, Marketing, Strategic Management and Organization, and Innovation and Economics). This subject aims to improve mathematical skills by deepening mathematical knowledge and learning applications in social science.		

2.2.10 Reference Table for Graduation Requirements (APM)

Graduation Requirements Code

APM17JST
(refer to p.56)

*2

APM students must complete the following required subjects (Common Liberal Arts Subjects).
"Introduction to Economics"
(Registered by the University in 2nd semester if not taken already)
"Statistics" (registered by students)

*3

In the case a student is exempted from some required Language Education Subjects based on the placement test etc., the student must get the same amount of credits from the "Language Education and Common Liberal Arts Subjects" field.

*6

Japanese-basis domestic students must complete at least 20 credits of subjects held in English.

Subject Field		Credit Requirement	Total
Common Education Subjects	English Language Subjects	24	at least 124 Credits
	Common Liberal Arts Subjects	16 ^{*2}	
APM Major Education Subjects	Language Education and Common Liberal Arts Subjects	0 ^{*3}	at least 124 Credits
	Required Major Education Subjects	20 ^{*4}	
	Major Education Subjects	42	
Other College Subjects		0 ^{*5}	0 ^{*1}
Subjects Not Counted Towards Graduation		0	

*1

Some subjects are not counted towards graduation under particular conditions. "Field Research Project" and "Volunteer Activities" subjects can be counted for graduation up to 8 credits each. "Internship" and "Business Internship" can be counted for graduation up to 14 credits in total. If a student takes enough of these subjects to exceed these limits, the surplus credits will be counted in this field

*5

Students do not need to take subjects in the Subject Fields that have no Credit Requirement for graduation.

*4

APM students must complete required subjects (Major Education Subjects) listed in the **Appendix**. However, regarding mathematics subjects, students can choose "Fundamental Mathematics" or "Advanced Mathematics."

Appendix

Subject Name	Registration Semester
Introduction to Management	1st
Fundamental Mathematics *A	-
Accounting I *B	2nd
Introduction to Marketing *B	2nd
Advanced Mathematics *A	-
Finance	3rd
Management of Human Resources and Organizational Behavior	3rd
Production Management	3rd
Legal Strategy in Business	3rd
Business Ethics	5th
Global Management (Capstone)	7th

*A
Students may take "Fundamental Mathematics" from 1st semester and "Advanced Mathematics" from 3rd semester. Students must register for these subjects by themselves.

*B
Students may take these subjects from 1st semester. Students who have not completed these subjects at the start of 2nd semester are registered for these subjects by the university.

Graduation Requirements Code

APM17JAT

(refer to p.56)

***2**
APM students must complete the following required subjects (Common Liberal Arts Subjects).
"Introduction to Economics"
(Registered by the University in 2nd semester; if not taken already)
"Statistics" (registered by students)

***3**
In the case a student is exempted from some required Language Education Subjects based on the placement test etc., the student must get the same amount of credits from the "Language Education and Common Liberal Arts Subjects" field.

***6**
Japanese-basis domestic students must complete at least 20 credits of subjects held in English.

Subject Field		Credit Requirement	Total
Common Education Subjects	English Language Subjects	12	at least 124 Credits *6
	Common Liberal Arts Subjects	16 *2	
APM Major Education Subjects	Language Education and Common Liberal Arts Subjects	12 *3	
	Required Major Education Subjects	20 *4	
Major Education Subjects		42	0 *5
Other College Subjects			
Subjects Not Counted Towards Graduation *1		0	

***1**
Some subjects are not counted towards graduation under particular conditions. "Field Research Project" and "Volunteer Activities" subjects can be counted for graduation up to 8 credits each. "Internship" and "Business Internship" can be counted for graduation up to 14 credits in total. If a student takes enough of these subjects to exceed these limits, the surplus credits will be counted in this field

***5**
Students do not need to take subjects in the Subject Fields that have no Credit Requirement for graduation.

***4**
APM students must complete required subjects (Major Education Subjects) listed in the **Appendix**. However, regarding mathematics subjects, students can choose "Fundamental Mathematics" or "Advanced Mathematics."

Appendix

Subject Name	Registration Semester
Introduction to Management	1st
Fundamental Mathematics *A	-
Accounting I *B	2nd
Introduction to Marketing *B	2nd
Advanced Mathematics *A	-
Finance	3rd
Management of Human Resources and Organizational Behavior	3rd
Production Management	3rd
Legal Strategy in Business	3rd
Business Ethics	5th
Global Management (Capstone)	7th

***A**
Students may take "Fundamental Mathematics" from 1st semester and "Advanced Mathematics" from 3rd semester. Students must register for the subjects by themselves.

***B**
Students may take these subjects from 1st semester. Students who have not completed these subjects at the start of 2nd semester are registered for these subjects by the university.

***2**
APM students must complete the following required subjects (Common Liberal Arts Subjects).
"Introduction to Economics"
(Registered by the University in 2nd semester if not taken already)
"Statistics" (registered by students)

***3**
In the case a student is exempted from some required Language Education Subjects based on the placement test etc., the student must get the same amount of credits from the "Language Education and Common Liberal Arts Subjects" field.

Subject Field		Credit Requirement	Total
Common Education Subjects	Japanese Language Subjects	16	at least 124 Credits
	Common Liberal Arts Subjects	16 ^{*2}	
APM Major Education Subjects	Language Education and Common Liberal Arts Subjects	8 ^{*3}	
	Required Major Education Subjects	20 ^{*4}	
	Major Education Subjects	42	
Other College Subjects		0 ^{*5}	
Subjects Not Counted Towards Graduation ^{*1}		0	

***1**
Some subjects are not counted towards graduation under particular conditions. "Field Research Project" and "Volunteer Activities" subjects can be counted for graduation up to 8 credits each. "Internship" and "Business Internship" can be counted for graduation up to 14 credits in total. If a student takes enough of these subjects to exceed these limits, the surplus credits will be counted in this field

***5**
Students do not need to take subjects in the Subject Fields that have no Credit Requirement for graduation.

***4**
APM students must complete required subjects (Major Education Subjects) listed in the Appendix. However, regarding mathematics subjects, students can choose "Fundamental Mathematics" or "Advanced Mathematics."

Appendix

Subject Name	Registration Semester
Introduction to Management	1st
Fundamental Mathematics ^{*A}	-
Accounting I ^{*B}	2nd
Introduction to Marketing ^{*B}	2nd
Advanced Mathematics ^{*A}	-
Finance	3rd
Management of Human Resources and Organizational Behavior	3rd
Production Management	3rd
Legal Strategy in Business	3rd
Business Ethics	5th
Global Management (Capstone)	7th

***A**
Students may take "Fundamental Mathematics" from 1st semester and "Advanced Mathematics" from 3rd semester. Students must start of 2nd semester are registered for the subjects by themselves.

***B**
Students may take these subjects from 1st semester. Students who have not completed these subjects at the start of 2nd semester are registered for these subjects by the university.

③「英語準上級A・B」始まりの場合：★6単位、△18単位

APM: Required Credits (APM17JAT-Students starting their subjects from Advanced English 1A•1B)

[illegible]

※ Required credits differ based on the English Language Subjects registered in the 1st semester.

- ① Students starting their subjects from Advanced English 2A·2B : ★ 6 Credits, △ 18 Credits
- ② Students Exempted for Required Language(English) Subjects : ★ 0 Credits, △ 24 Credits

自動登録科目の確認表：APM17JST（春入学生）

Automatic Registration Subjects Table: APM17JST (Spring Enrollees)

APM17JST	1 単位 Credits	2 単位 Credits	3 単位 Credits	4 単位 Credits	5 単位 Credits	6 単位 Credits	7 単位 Credits	8 単位 Credits	9 単位 Credits	10 単位 Credits	11 単位 Credits	12 単位 Credits	13 単位 Credits	14 単位 Credits	15 単位 Credits	16 単位 Credits	17 単位 Credits	18 単位 Credits	19 単位 Credits	20 単位 Credits	21 単位 Credits	22 単位 Credits	23 単位 Credits	24 単位 Credits
1 Semester (Spring)	英語初級A Elementary English A				英語初級B Elementary English B		スタディスキル アカデミック ライティング Study Skills and Academic Writing		経営学入門 Introduction to Management		1	2	3	4	5	6	7	8						
2 Semester (Fall)	英語準中級A Pre-Intermediate English A				英語準中級B Pre-Intermediate English B		多文化協働 ワーキング Cooperative Workshop		経済学入門 Introduction to Economics		会計学 I Accounting I		マーケティング入門 Introduction to Marketing		1	2	3	4						
3 Semester (Spring)	英語中級A Intermediate English A				英語中級B Intermediate English B		金融論 Finance		人材と組織行動の マネジメント Management of Human Resources and Organizational Behavior		生産管理論 Production Management		ビジネス法務戦略 Legal Strategy in Business		1	2	3	4	5	6				
4 Semester (Fall)	英語準上級A Pre-Advanced English A				英語準上級B Pre-Advanced English B		1	2	3	4	5	6	7	8	9	10	11	12	13	14				
5 Semester (Spring)	ビジネスエシックス Business Ethics		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18				
6 Semester (Fall)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
7 Semester (Spring)	グローバル マネジメント (Capstone) Global Management (Capstone)		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
8 Semester (Fall)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24

注 / NOTE
必修言語の履修免除
無しの場合
No Exemption for
Required Language
Subjects

自動登録科目の確認表：APM17JAT（春入学生）
Automatic Registration Subjects Table: APM17JAT (Spring Enrollees)

APM17 JAT	1 単位 Credits	2 単位 Credits	3 単位 Credits	4 単位 Credits	5 単位 Credits	6 単位 Credits	7 単位 Credits	8 単位 Credits	9 単位 Credits	10 単位 Credits	11 単位 Credits	12 単位 Credits	13 単位 Credits	14 単位 Credits	15 単位 Credits	16 単位 Credits	17 単位 Credits	18 単位 Credits	19 単位 Credits	20 単位 Credits	21 単位 Credits	22 単位 Credits	23 単位 Credits	24 単位 Credits
1 Semester (Spring)	英語上級1A Advanced English 1A				英語上級1B Advanced English 1B		スタディスキル・ アカデミック ライティング Study Skills and Academic Writing		経営学入門 Introduction to Management		1	2	3	4	5	6	7	8						
2 Semester (Fall)	英語上級2A Advanced English 2A				英語上級2B Advanced English 2B		多文化協働ワーク セッション Multicultural Cooperative Workshop		経済学入門 Introduction to Economics		会計学Ⅰ AccountingⅠ		マーケティング入門 Introduction to Marketing		1	2	3	4						
3 Semester (Spring)	金融論 Finance	人材と組織行動の マネジメント Management of Human Resource and Organizational Behavior				生産管理論 Production Management		ビジネス法務戦略 Legal Strategy in Business		1	2	3	4	5	6	7	8	9	10	11	12			
4 Semester (Fall)		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20			
5 Semester (Spring)	ビジネスエシックス Business Ethics		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18				
6 Semester (Fall)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
7 Semester (Spring)	グローバル マネジメント (Capstone) Global Management (Spring) (Capstone)		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
8 Semester (Fall)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24

注 / NOTE
必修言語の履修免除
無しの場合
No Exemption for
Required Language
Subjects

自動登録科目の確認表：APM17E（春入学生）

Automatic Registration Subjects Table: APM17E (Spring Enrollees)

APM17 E	1 単位 Credits	2 単位 Credits	3 単位 Credits	4 単位 Credits	5 単位 Credits	6 単位 Credits	7 単位 Credits	8 単位 Credits	9 単位 Credits	10 単位 Credits	11 単位 Credits	12 単位 Credits	13 単位 Credits	14 単位 Credits	15 単位 Credits	16 単位 Credits	17 単位 Credits	18 単位 Credits	19 単位 Credits	20 単位 Credits	21 単位 Credits	22 単位 Credits	23 単位 Credits	24 単位 Credits
1 Semester (Spring)	日本語初級 I Japanese Foundation Course I				日本語初級 II Japanese Foundation Course II				日本語初級 III Japanese Foundation Course III				スタディスキル・ アカデミック ライティング Study Skills and Academic Writing		経営学入門 Introduction to Management		1	2						
2 Semester (Fall)	日本語中級 Japanese Intermediate Course		多文化協働 ワークショップ Multicultural Cooperative Workshop		経済学入門 Introduction to Economics		会計学 I Accounting I		マーケティング入門 Introduction to Marketing		1	2	3	4	5	6								
3 Semester (Spring)	金融論 Finance	人財と組織行動のマ ネジメント Human Resources and Organizational Behavior	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20		
4 Semester (Fall)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
5 Semester (Spring)	ビジネスエシックス Business Ethics		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18				
6 Semester (Fall)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
7 Semester (Spring)	グローバル マネジメント (Capstone) Global Management (Capstone)		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
8 Semester (Fall)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24

注 / NOTE
必修言語の履修免除
無しの場合
No Exemption for
Required Language
Subjects

自動登録科目の確認表：APM17JST（秋入学生）

Automatic Registration Subjects Table: APM17JST（Fall Enrollees）

APM17 JST	1 単位 Credits	2 単位 Credits	3 単位 Credits	4 単位 Credits	5 単位 Credits	6 単位 Credits	7 単位 Credits	8 単位 Credits	9 単位 Credits	10 単位 Credits	11 単位 Credits	12 単位 Credits	13 単位 Credits	14 単位 Credits	15 単位 Credits	16 単位 Credits	17 単位 Credits	18 単位 Credits	19 単位 Credits	20 単位 Credits	21 単位 Credits	22 単位 Credits	23 単位 Credits	24 単位 Credits
1 Semester (Fall)	英語初級A Elementary English A				英語初級B Elementary English B		スタディスキル・ アカデミック ライティング Academic Writing		多文化協働 ワークショップ Multicultural Cooperative Workshop		経営学入門 Introduction to Management		1	2	3	4	5	6	注 / NOTE 必修言語の履修免除 無しの場合 No Exemption for Required Language Subjects					
2 Semester (Spring)	英語準中級A Pre-Intermediate English A				英語準中級B Pre-Intermediate English B		経済学入門 Introduction to Economics		会計学 I Accounting I		マーケティング入門 Marketing		1	2	3	4	5	6						
3 Semester (Fall)	英語中級A Intermediate English A				英語中級B Intermediate English B		金融論 Finance		人材と組織行動の マネジメント Management of Human Resources and Organizational Behavior		生産管理論 Production Management		ビジネス法務戦略 Legal Strategy in Business		1	2	3	4						5
4 Semester (Spring)	英語準上級A Pre-Advanced English A				英語準上級B Pre-Advanced English B		1	2	3	4	5	6	7	8	9	10	11	12	13	14				
5 Semester (Fall)	ビジネスエシックス Business Ethics		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18				
6 Semester (Spring)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
7 Semester (Fall)	グローバル マネジメント (Capstone)		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
8 Semester (Spring)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24

注 / NOTE
必修言語の履修免除
無しの場合
No Exemption for
Required Language
Subjects

自動登録科目の確認表：APM17JAT（秋入学生）

Automatic Registration Subjects Table: APM17JAT (Fall Enrollees)

APM17 JAT	1 単位 Credits	2 単位 Credits	3 単位 Credits	4 単位 Credits	5 単位 Credits	6 単位 Credits	7 単位 Credits	8 単位 Credits	9 単位 Credits	10 単位 Credits	11 単位 Credits	12 単位 Credits	13 単位 Credits	14 単位 Credits	15 単位 Credits	16 単位 Credits	17 単位 Credits	18 単位 Credits	19 単位 Credits	20 単位 Credits	21 単位 Credits	22 単位 Credits	23 単位 Credits	24 単位 Credits
1 Semester (Fall)	英語上級 1A Advanced English 1A			英語上級 1B Advanced English 1B			スタディスキル アカデミック ライティング Study Skills and Academic Writing		多文化協働 ワークショップ Multicultural Cooperative Workshop		経営学入門 Introduction to Management		1	2	3	4	5	6	注 / NOTE 必修言語の履修免除 無しの場合 No Exemption for Required Language Subjects					
2 Semester (Spring)	英語上級 2A Advanced English 2A			英語上級 2B Advanced English 2B			経済学入門 Introduction to Economics		会計学 1 Accounting 1		マーケティング入門 Introduction to Marketing		1	2	3	4	5	6						
3 Semester (Fall)	金融論 Finance		人材と組織行動の マネジメント Management of Human Resources and Organizational Behavior		生産管理論 Production Management			ビジネス法務戦略 Legal Strategy in Business			1	2	3	4	5	6	7	8						9
4 Semester (Spring)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
5 Semester (Fall)	ビジネスエシックス Business Ethics		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18				
6 Semester (Spring)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
7 Semester (Fall)	グローバル マネジメント (Capstone) Global Management (Capstone)		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
8 Semester (Spring)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24

自動登録科目の確認表：APM17E（秋入学生）

Automatic Registration Subjects Table: APM17E（Fall Enrollees）

APM17 E	1 単位 Credits	2 単位 Credits	3 単位 Credits	4 単位 Credits	5 単位 Credits	6 単位 Credits	7 単位 Credits	8 単位 Credits	9 単位 Credits	10 単位 Credits	11 単位 Credits	12 単位 Credits	13 単位 Credits	14 単位 Credits	15 単位 Credits	16 単位 Credits	17 単位 Credits	18 単位 Credits	19 単位 Credits	20 単位 Credits	21 単位 Credits	22 単位 Credits	23 単位 Credits	24 単位 Credits
1 Semester (Fall)	日本語初級 I Japanese Foundation Course I				日本語初級 II Japanese Foundation Course II				日本語初級 III Japanese Foundation Course III				スタディスキル・ アカデミック ライティング Study Skills and Academic Writing		多文化協働 ワークショップ Multicultural Cooperative Workshop		経営学入門 Introduction to Management							
2 Semester (Spring)	日本語中級 Japanese Intermediate Course				経済学入門 Introduction to Economics				マーケティング入門 Introduction to Marketing				会計学 I Accounting I		マーケティング入門 Introduction to Marketing		経営学入門 Introduction to Management							
3 Semester (Fall)	金融論 Finance				生産管理論 Production Management				ビジネス法務戦略 Legal Strategy in Business				人材と組織行動の マネジメント Management of Human Resources and Organizational Behavior		マーケティング入門 Introduction to Marketing		経営学入門 Introduction to Management							
4 Semester (Spring)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
5 Semester (Fall)	ビジネスエシックス Business Ethics				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18		
6 Semester (Spring)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
7 Semester (Fall)	グローバル マネジメント (Capstone) Global Management (Capstone)				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
8 Semester (Spring)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24

注 / NOTE
必修言語の履修免除
無しの場合
No Exemption for
Required Language
Subjects

■ Graduation Requirements Code: APM17E(example)

* "Required" credits and "Required (adjusted)" credits differ depending on the enrollment basis language or the track of English course.

*E If a student is exempted from some required Language Education Subjects (①) based on the placement test etc., the student must get the same amount of credits from the "④ Language Education and Common Liberal Arts Subjects" field.

*F The number of credits required for graduation.

*G Completed Credits. The number in ①②③⑤⑥ cannot exceed each "Required (adjusted)" credits. (refer to *A, B, C, D)

Subject Field	Required	Exemption (-)	Exemption (+)	Required (adjusted)	Completed Opposite Language	Completed
① Japanese Language Subjects	16	④		12	①	12
② Required Common Liberal Arts Subjects	4			4	②	4
③ Common Liberal Arts Subjects	12			12	③	12
④ Language Education and Common Liberal Arts Subjects	8		④	12	④	18
⑤ APM Required Major Education Subjects	18			18	⑤	18
⑥ APM Required Major Education Subjects (Mathematics)	2			2	⑥	2
⑦ APM Major Education Subjects	42			42	⑦	44
⑧ Other College Subjects					⑧	12
⑨ Total Credits	124			124	⑧ ⑨	122
Subjects Not Counted Towards Graduation						

*A The credits of "Introduction to Economics" and "Statistics" which are APM required subjects will be counted in "② Required Common Liberal Arts Subjects" field.

*B If the number of completed credits in the "③ Common Liberal Arts Subjects" field exceeds 12 credits, the surplus credits will be counted in the "④ Language Education and Common Liberal Arts Subjects" field.

*C The credits of APM Required subjects other than "Introduction to Economics", "Statistics", "Fundamental Mathematics", and "Advanced Mathematics" will be counted in the "⑤ APM Required Major Education Subjects" field.

*D If a student has completed both "Fundamental Mathematics" and "Advanced Mathematics" which are APM Required Major Education Subjects (Mathematics), 2 credits will be counted in the "⑥ APM Required Major Education Subjects (Mathematics)" field and the other 2 credits will be counted in the "⑦ APM Major Education Subjects" field.

*H "⑨ Total Credits" means the sum of completed credits from fields ① to ⑨.

*I Japanese-basis domestic students and Accelerated Graduation Program students must complete at least 20 credits of Common Liberal Arts Subjects and Major Education Subjects (of their own college or other college) held in their non-basis language. All subjects held in both English and Japanese (E/J) and Language Education Subjects will not be counted toward this total.

2.2.11 AY 2017 Curriculum Language Education Subjects

Language Study

Students are required to take subjects in their non-basis language (Japanese-basis students: English; English-basis students: Japanese). The required number of credits depends on a student's curriculum. Please refer to the section appropriate for your curriculum.

The different language subjects offered at APU vary in degrees of difficulty. Prerequisite knowledge (level at entry) and course objectives (level at exit) are established for every course. The level of the non-basis language course that students start at will be determined by the placement test taken at the time of enrollment.

English Language Subjects

For Japanese-basis students, the appropriate curriculum and starting level of required English language subjects will be based on the results of the placement test taken at the time of enrollment. The curriculum types include the English Standard Track (24 credits) and the English Advanced Track (12 credits). Note that once curriculum types are set, no changes can be made.

"English Language" page



Course Registration

- Required English language subjects are divided into A (4 credit) and B (2 credit) subjects, each graded according to its own evaluation criteria. Only once credits for both subjects have been completed can a student proceed to the next level.
- Until all required English language subjects for the language track are completed, the University will continue to automatically register and assign students to classes. When retaking the same course, a student will not necessarily be registered for the same instructor or class, and this registration may not be changed or cancelled.
- The grade evaluation for each required English language subjects will include the scores from the Benchmark Test held at APU. For more details, refer to the syllabus of the respective subject.
- The grade level restriction will not apply if a student meets the other requirements to enroll in a language education subject (English).

English Standard Track

Subject Name (credits)		Placement Score (TOEFL ITP® Test)	Required / Elective	Registration
Elementary English A (4)	Elementary English B (2)	310–419	Required	Registered by University
Pre-Intermediate English A (4)	Pre-Intermediate English B (2)	420–459	Required	Registered by University
Intermediate English A (4)	Intermediate English B (2)	460–479	Required	Registered by University
Upper-Intermediate English A (4)	Upper-Intermediate English B (2)	480–499	Required	Registered by University
Language for Specific Purposes	English for Business Writing (2)		Elective	Registered by student
	English for Business Presentations (2)			
	English Project 1 (2)			
	English for Discussion and Debate (2)			
	English for Journalism (2)			

- "Language for Specific Purposes" in the Standard Track is a group of subjects offered to students who have completed the required English language subjects and who wish to develop their language ability further.
- Students who wish to take Advanced Track courses may do so by completing "Upper-Intermediate English A and B." Study in the Advanced Track begins with "Advanced English 1A and 1B." Students can register for these courses during Course Registration Period B only if there are seats available.
- In some cases, students currently enrolled in Elementary English or Pre-Intermediate English who are not expected to earn passing grades those classes may be required to register for an Intensive English course held during that semester's summer or spring break. If those students enroll in the course and meet the requirements, they may be eligible to earn a passing grade for their Elementary English or Pre-Intermediate English course.
- In some cases students who are unable to participate in the program mentioned above, or students who participate but still do not earn passing grades for Elementary English or Pre-Intermediate English, will have some restrictions placed on their course registration in the following semester.

English Advanced Track

Subject Name (credits)		Placement Score (TOEFL ITP® Test)	Required / Elective	Registration
Advanced English 1A (4)	Advanced English 1B (2)	500–524	Required	Registered by University
Advanced English 2A (4)	Advanced English 2B (2)	525–550	Required	Registered by University
Language for Specific Purposes	English for Business 1 (2)		Elective	Registered by student
	English for Business 2 (2)			
	Extensive Reading in English (2)			
	English Project 2 (2)			
	English of the Media (2)			

Students who wish to take Language for Specific Purposes in the English Advanced Track may do so after completing "Advanced English 1A and 1B."

Registration of required English Language Subjects by English-basis Students

English-basis students who wish to register for English courses may take required English language subjects at the "Advanced Track" level.

● Registration of "Advanced English 1A·1B"

Only students with a TOEFL ITP® Test score between 500 to 524 may apply. Applications will not be accepted under the following circumstances;

- If a student does not possess a valid TOEFL ITP® Test score.
- If a student's TOEFL ITP® Test score has expired.

Students who wish to register must submit a TOEFL ITP® Test score sheet in the semester preceeding the one in which they wish to take the course. Students may register for these courses by themselves during Course Registration Period B only if there are seats available.

*Registration is possible from a student's 2nd semester.

*For further details, please visit the Academic Office website.

● Registration of "Advanced English 2A·2B" or Language for Specific Purposes in Advanced Track

Students may register for these courses by themselves during Course Registration Period B only if there are seats available.

Requirement to Take the Benchmark Test for required English Language Subjects

To evaluate the English learning level and progress, Japanese-based enrolled students taking the required English language subjects in the Standard Track are required to undergo several Benchmark Test at each registered level. The result of the Benchmark Test will make up a portion of student's grade evaluation for the individual level or course. If a student is absent on the test date or eventually fails to undergo the test for personal reasons, the portion of the course grade will be counted as 0 (zero), which will significantly affect the final grade of the course.

Level of Registered English Language Subject	English Proficiency Test which will be used for Grade Evaluation
Elementary English A • B	Benchmark Test
Pre-Intermediate English A • B	
Intermediate English A • B	
Upper-Intermediate English A • B	

*As the results of the Benchmark Test taken at APU will be automatically reflected in students' grade evaluations, students do not need to submit their score sheets individually.

● Benchmark Test

The Benchmark Test is a computer-based test of English language proficiency that is designed to show learner progress in the language over a period of time. It is an integrated-skills test, including Reading, Writing, Speaking, Listening. As well as giving detailed feedback to students on all of these language skills, the Benchmark Test provides students with a Global Scale of English (GSE) score.

● TOEFL ITP® Test

TOEFL ITP® Test stands for "Test of English as a Foreign Language." This test is designed to comprehensively measure the English levels of non-native English speakers that apply to study at universities and graduate schools in English-speaking countries (primarily North America). Most students wishing to apply to Off-campus Study Programs will be required to submit TOEFL ITP® Test scores during the application process. TOEFL ITP® Tests held on campus are designed for institutional use. Scores from these tests cannot be used in an official manner; however, the question format and grading methods conform to the TOEFL® Test.

〈Mandatory Test for Japanese-basis students〉

● Benchmark Test

It will be conducted in class. Please be sure to take the test on the day designated by your instructor.

Students are also able to take other non-mandatory TOEFL ITP® Test, TOEIC® LISTENING AND READING Test (IP), or IELTS™ conducted on campus. However these tests are subject to fees and require advance application.

Information regarding Internal Test Schedule will be announced via Campus Terminal so please be sure to check the information.

Notice

Score sheets cannot be reissued under any circumstances. You must submit the original score sheet when making various applications. Please be careful not to lose your score sheet after receiving your score.

Japanese Language Subjects

For English-basis students, the starting level of required Japanese language subjects will be based on the results of the placement test taken at the time of enrollment.

For further details, please visit the Academic Office website.

"Japanese Language" page



Subject Name (credits)		Required / Elective	Registration	
Japanese Foundation Course I (4) • II (4) • III (4)		Required	Registered by University	
↓ Pass or Exempted				
Japanese Intermediate Course (4)		Required	Registered by University	
↓ Pass or Exempted				
Pre-Advanced Japanese (4)	Language for Specific Purposes	Elective	Registered by student	
↓ Pass or Exempted	Japanese Intermediate Course completed and Pre-Advanced Japanese incomplete			
Advanced Japanese (4)	Japanese Project C (2)			
↓ Pass or Exempted	Japanese Intermediate Course completed and Advanced Japanese incomplete			
Language for Specific Purposes				Japanese Project A (2)
				Japanese Project B (2)
Career Japanese (4)	Japanese Project D (2)			
Business Communication in Japanese A (2)	Japanese Project E (2)			
Business Communication in Japanese B (2)	Japanese Project F (2)			
Language and Culture in Japan (2)	Japanese for Lectures (2)			
Language and Social Topics in Japan (2)				

Language for Specific Purposes

This group of subjects is offered to students who have completed the required Japanese language subjects and wish to develop their language ability further. As each course has its own prerequisites and recommended language level, please refer to the syllabus for details.

Subject	Prerequisite Subjects	Precondition for taking the subject	Target Students
Japanese Project C	Japanese Intermediate Course	Japanese Intermediate Course completed and Pre-Advanced Japanese Incomplete	English-basis students (students whose native language is not Japanese)
Japanese Project A, B		Japanese Intermediate Course completed and Advanced Japanese Incomplete	
Japanese Project D, E, F	Advanced Japanese	Completed Advanced Japanese, with a score of approx. 240 points on the EJU	International Students, English-basis Domestic Students (students whose native language is not Japanese)
Japanese for Lectures			
Language and Culture in Japan			
Language and Social Topics in Japan			
Career Japanese (*)			
Business Communication in Japanese A			
Business Communication in Japanese B			

*Available from 5th semester.

Asia Pacific Languages (AP Languages)

APU offers "Asia Pacific Language" courses in six languages: Chinese, Korean, Malay-Indonesian, Spanish, Thai, and Vietnamese. Different levels of these courses have varying degrees of difficulty, therefore students must complete or be exempted from each course's prerequisite subject in order to register.

"Asia Pacific Languages" page



Language	Levels (Credits)
Chinese	I (4), II (4), III (4), IV (4)
Korean	I (4), II (4), III (4), IV (4)
Malay-Indonesian	I (4), II (4), III (4), IV (2)
Spanish	I (4), II (4), III (4), IV (2)
Thai	I (4), II (4), III (4), IV (2)
Vietnamese	I (4), II (4), III (4), IV (2)

● Registration Requirements

- Applicants cannot be native speakers of the course's language.
- Japanese-basis students must complete or be exempted from "Elementary English A and B" in order to register.
- English-basis students must complete or be exempted from "Japanese Foundation I, II, and III" in order to register.
- The grade level restriction will not apply if a student meets the other requirements to enroll in a language education subject (AP Language).

Exemptions for Language Education Subjects

Students may apply for exemption from the language education subjects only if they meet certain criteria and pass the interview which will be conducted after the application. For more information on application requirements and schedules, please visit the Academic Office website.



English Language Subject Exemption Criteria

English Standard Track

Subject Name (Number of credits)		TOEFL iBT® Test	IELTS	GSE	TOEIC® Tests
Elementary English A (4)	Elementary English B (2)	37	4.5	35	L125 / R130 / S92 / W74
Pre-Intermediate English A (4)	Pre-Intermediate English B (2)	48	5.0	39	L230 / R230 / S110 / W106
Intermediate English A (4)	Intermediate English B (2)	55	5.5	44	L285 / R285 / S122 / W122
Upper-Intermediate English A (4)	Upper-Intermediate English B (2)	61	6.0	50	L330 / R325 / S138 / W134

English Advanced Track

Subject Name (Number of credits)		TOEFL iBT® Test	IELTS	GSE	TOEIC® Tests
Advanced English 1A (4)	Advanced English 1B (2)	70	6.5	58	L410 / R395 / S164 / W156
Advanced English 2A (4)	Advanced English 2B (2)	80	7.0	65	L430 / R410 / S174 / W168

Japanese Language Subject Exemption Criteria

Subject Name	Exemption Criteria
Japanese Foundation I	JLPT Level 4 (Old) or JLPT N5 (New)
Japanese Foundation II	JLPT Level 4 (Old) or JLPT N5 (New)
Japanese Foundation III	JLPT Level 3 (Old) or JLPT N4 (New)
Japanese Intermediate	EJU, Japanese 200 points or above or JLPT N3 (New) or above
Pre-Advanced Japanese	EJU, Japanese 220 points or above or JLPT N3 (New) or above
Advanced Japanese	EJU, Japanese 240 points or above or JLPT N2 (New) or above

Application Schedule

Please visit the Academic Office website for further details.

AP Language Subject Exemption Criteria

レベル	履修免除の基準 りしゅうめんじょ きじゅん
Chinese I	Nihon Chugokugo Kenteishiken level 4, Jitsuyo Chugokugo Gino Kenteishiken level 4, New Hanyu Shuiping Kaoshi (HSK) level 1
Chinese II	Nihon Chugokugo Kenteishiken level 4, Jitsuyo Chugokugo Gino Kenteishiken level 4, New Hanyu Shuiping Kaoshi (HSK) level 2
Chinese III	Nihon Chugokugo Kenteishiken level 3, Jitsuyo Chugokugo Gino Kenteishiken level 3, New Hanyu Shuiping Kaoshi (HSK) level 3
Korean I	Kankokugo Noryokushiken level 1, "Hangul" Noryoku Kenteishiken level 5
Korean II	Kankokugo Noryokushiken level 2, "Hangul" Noryoku Kenteishiken level 4
Korean III	Kankokugo Noryokushiken level 3, "Hangul" Noryoku Kenteishiken level 3
Malay / Indonesian I	Equivalent CEFR A1
Malay / Indonesian II	Equivalent CEFR A2
Malay / Indonesian III	Equivalent CEFR B1
Spanish I	Evaluacion Oficial del Conocimiento de la Lengua Espanola level 5
Spanish II	Evaluacion Oficial del Conocimiento de la Lengua Espanola level 4
Spanish III	Evaluacion Oficial del Conocimiento de la Lengua Espanola level 3
Thai I	Equivalent CEFR A1
Thai II	Equivalent CEFR A2
Thai III	Equivalent CEFR B1
Vietnamese I	Equivalent CEFR A1
Vietnamese II	
Vietnamese III	Equivalent CEFR A2

•Please refer to the syllabus of each language and level for details, and confirm the level that you are exempted from.

2.2.12 AY 2017 Curriculum Credit Transfer for Studies Conducted at Other Universities

Credit transfer is a system by which APU authorizes credits earned from other universities to be included as part of the credits required for graduation from APU upon consideration of the content of subjects taken and hours studied.

Target Programs:

- Overseas Student Exchange Programs (p.175)
- Domestic Exchange Programs (p.178)
- Overseas Short-Term Summer / Winter Programs (p.183)
- Akita International University Winter Exchange Program (p.179)
- Ritsumeikan University Summer Session Exchange Program (p.179)
- Credit Transfer for Studies Conducted at Other Universities (p.192)
- Open University of Japan (p.196)
- Curricular Exchange Program with Oita University (p.197)
- Oita University, On Demand (p.193)
- Oita Learning (Toyono Manabi) Consortium Credit Transfer (p.193)
- Service Learning (Special Lecture-Language Education Subject only) (p.173)
- Independently Arranged Study Abroad (p.177)
- Double Degree Programs (p.180)

*These programs may be subject to cancellation.

Credit Transfer Application Process and Application Periods:

Please refer to the recruitment information of each program and the corresponding pages of this handbook.

Maximum:

● Max Credit Transfer Limit

Students are able to transfer a maximum of 60 credits to APU from other universities, including credits from the programs shown above. APU will decide whether the courses from other universities will be categorized as language education courses, common liberal arts courses, own college major education courses, or other college major education courses.

2.2.13 AY 2017 Curriculum Outline

AY 2017 Curriculum Outline: APS

The courses shown in this list may not be held every semester.

Please check the syllabus or the course timetable for details on which courses will be offered.

				100 (1st Year)					
Common Education Subjects	Languages	English Standard Track		Elementary English A Elementary English B Pre-Intermediate English A Pre-Intermediate English B	4 2 4 2				
		English Advanced Track		Advanced English 1A Advanced English 1B Advanced English 2A Advanced English 2B	4 2 4 2				
		Japanese		Japanese Foundation Course I Japanese Foundation Course II Japanese Foundation Course III Japanese Intermediate Course	4 4 4 4				
		AP Language		Chinese I Korean I Malay / Indonesian I Spanish I	4 4 4 4	Thai I Vietnamese I	4 4		
		Specific Subject		Intensive Language Learning Overseas Introduction to Asia Pacific Languages	2 2	Special Lecture (Language Education Subject)	2		
		APU literacy		Study Skills and Academic Writing Multicultural Cooperative Workshop Peace, Humanity and Democracy Introduction to Intercultural Communication	2 2 2 2	Intercultural Fieldwork I Intercultural Fieldwork II Studies of Multicultural Comparison Introduction to Peer Leader Training	2 2 2 2	Peer Leader Training I Overseas Learning Design APS Bridge Program	2 2 2
		Common Liberal Arts	"Global citizens" foundation	Asia Pacific Group	Languages of the Asia Pacific Religions of the Asia Pacific	2 2	Geography of the Asia Pacific Culture and Society of the Asia Pacific	2 2	History of the Asia Pacific Economy of the Asia Pacific
	Japanese Studies Group			Japanese Geography Japanese Culture and Society	2 2	Japanese History Japanese Economy	2 2	Constitution of Japan Special Lecture (Japanese Studies)	2 2
	Basic Study Group			Legal Studies	2	Psychology	2	Bioethics	2
	Introduction to Major Studies Group			Introduction to Culture and Society ● (CSM) Introduction to Media Studies ● (CSM) Introduction to International Relations ● (IRP)	2 2 2	Introduction to Political Science Introduction to Development Studies ● (ED) Introduction to Environmental Studies ● (ED)	2 2 2	Introduction to Tourism and Hospitality ● (HT) Introduction to Economics	2 2
	Response to social needs		Basic skills	Statistics Negotiation Skills	2 2	Logical Thinking and Framework Career Design I	2 2	Special Lecture (Liberal Arts Subject)	2
			ICT	Introduction to the Internet Computer Literacy	2 2	Programming	2		
	APS Major Education Subjects	Core Subjects (*1)		Introduction to APS	2	Introduction to Area Studies	2		
Environment & Development (ED)									
Hospitality & Tourism (HT)									
International Relations & Peace Studies (IRP)									
Culture, Society & Media (CSM)									
APS Common A (*1)									
APS Common B (*2)									
Seminar Subjects (*2)									

● Required Subjects for each Area of Study (See p.41)

*1 Credits earned from subjects designated as "Core Subjects" and "APS Common A" will not be counted towards any of the Areas of Study.

*2 Credits earned from subjects designated as "APS Common B" and "Seminar Subjects" will be counted towards all Areas of Study.

200 (2nd Year)			300 (3rd Year)			400(4th Year)	
Intermediate English A	4		English for Business Writing	2	English for Journalism	2	
Intermediate English B	2		English for Business Presentations	2			
Upper Intermediate English A	4		English for Discussion and Debate	2			
Upper Intermediate English B	2		English Project 1	2			
English for Business 1	2	English of the Media	2	English Project 2	2		
English for Business 2	2						
Extensive Reading in English	2						
Pre-Advanced Japanese	4	Japanese Project D	2	Career Japanese	4		
Advanced Japanese	4	Japanese Project E	2	Business Communication in Japanese A	2		
Japanese Project A	2	Japanese Project F	2	Business Communication in Japanese B	2		
Japanese Project B	2	Japanese for Lectures	2				
Japanese Project C	2	Language and Culture in Japan	2				
		Language and Social Topics in Japan	2				
Chinese II・III	4・4	Thai II・III	4・4	Chinese IV	4	Thai IV	2
Korean II・III	4・4	Vietnamese II・III	4・4	Korean IV	4	Vietnamese IV	2
Malay / Indonesian II・III	4・4			Malay / Indonesian IV	2		
Spanish II・III	4・4			Spanish IV	2		
Japanese Linguistics for Japanese Language Education	2	TESOL	2				
Japanese Language Teaching	2	English Proficiency Test Preparation Course I・II・III	2・2・2				
Introduction to Official Languages of the United Nations I・II・III	2・2・2						
Peer Leader Training II A	2						
Peer Leader Training II B	2						
Japanese Art of Tea Ceremony	2	Traditional Japanese Arts	2				
Japanese Art of Flower Arrangement	2						
Environmental Science	2	Health Science	2				
Media Production Lab	2	Internship	2	Career Design III	2		
Volunteer Activities	2	Career Design II	2	Career Design IV	2		
Data Mining	2	Internet Technology Integration	2	Database Systems	2		
Introduction to GIS	2			Special Lecture (ICT)	2		
Biodiversity	2	Development Sociology and Anthropology	2	Industrial Ecology	2	Development Economics	2
Global Environmental Issues	2	International Cooperation	2	Environmental Modeling and Analysis	2	Community Development	2
Environment and Society	2	Politics of Development	2	GIS and Remote Sensing	2	Project Management in Development	2
Urban Environment and Development	2	Conflict and Development	2	Resource Management	2	International Economics	2
Ecotourism	2	Field Study for Environment and Development	2	Environmental Communication	2	International Organizations	2
Community Based Tourism	2			Environmental Economics	2	NPO / NGO Studies	2
Preliminary Seminar for Environment and Development	2			Environmental Policy	2	Special Lecture in Environment and Development	2
				Development Policy	2		
Sociology of Tourism	2	Community Based Tourism	2	Tourism Economics	2	Tourism Development and Planning	2
Travel Industry	2	Hospitality Marketing	2	MICE Tourism Industry	2	Resort Development	2
Heritage Tourism	2	Hospitality Management	2	Agri-heritage and Tourism	2	Project Management in Development	2
Culture and History of Tourism	2	Event and Festival Management	2	Tourism and Hospitality Law	2	Operations Research	2
Ecotourism	2	Field Study for Tourism and Hospitality	2	Health and Wellness Tourism	2	Advanced Organizational Behavior	2
Cultural Anthropology	2			Tourism and Social Media	2	Advanced Human Resource Management	2
Preliminary Seminar for Tourism and Hospitality	2			Destination Marketing and Management	2	Special Lecture in Tourism and Hospitality	2
International Relations Theory	2	International Law	2	International Relations in the Asia Pacific	2	Geo-Politics and Post Cold War Conflicts	2
International Cooperation	2	Global Issues and Policies	2	International Organizations	2	Global Media and Conflict	2
Human Rights	2	Conflict and Development	2	Development Policy	2	Violence and Terrorism	2
Political Theory	2	Peace Studies	2	Regional Systems in the Asia Pacific	2	Globalization and Law	2
Politics of Development	2	Globalization and Regionalism	2	International Political Economy	2	International Conflict Resolution	2
Comparative Political Economy of the Asia Pacific	2	Field Study for International Relations and Peace Studies	2	Identity and Politics	2	History of Japanese Foreign Relations	2
History of International Politics	2			Media and Politics	2	Foreign Policy of Japan	2
Preliminary Seminar for International Relations and Peace Studies	2			Ethnicity and the Nation State	2	Strategic Decision Making	2
						Special Lecture in International Relations and Peace Studies	2
Social Theory	2	Cultural Studies	2	Multiculturalism and Society	2	Gender Studies	2
Social Psychology	2	Media and Culture	2	Sociology of Organizations	2	Religion and Belief	2
Social Stratification	2	Media and Law	2	Education and Society	2	Identity and Politics	2
Transnational Sociology	2	New Media and Society	2	Ethnicity and the Nation State	2	Globalization and Law	2
Cultural Anthropology	2	The Humanities and Modernity	2	Media and History	2	History of Japanese Foreign Relations	2
Global History	2	Language and Society	2	Media and Politics	2	NPO / NGO Studies	2
Globalization and Regionalism	2	Field Study for Culture, Society and Media	2	Global Media and Conflict	2	Special Lecture in Culture, Society and Media	2
Preliminary Seminar for Culture, Society and Media	2						
Special Lecture (Asia Pacific Studies)	2	APS Field Study	2				
Area Studies	2			Field Research Project	2		
Introduction to Research Methods	2			Major Seminar I	2	Major Seminar II	2
						Graduation Research I	2
						Graduation Research II	2

AY 2017 Curriculum Outline: APM

The courses shown in this list may not be held every semester.

Please check the syllabus or the course timetable for details on which courses will be offered.

			100 (1st Year)						
Common Education Subjects	Language	English Standard Track		Elementary English A	4				
				Elementary English B	2				
				Pre-Intermediate English A	4				
				Pre-Intermediate English B	2				
		English Advanced Track		Advanced English 1A	4				
				Advanced English 1B	2				
				Advanced English 2A	4				
				Advanced English 2B	2				
		Japanese		Japanese Foundation Course I	4				
				Japanese Foundation Course II	4				
				Japanese Foundation Course III	4				
				Japanese Intermediate Course	4				
	AP Language		Chinese I	4	Thai I	4			
			Korean I	4	Vietnamese I	4			
			Malay / Indonesian I	4					
			Spanish I	4					
	Specific Subject		Intensive Language Learning Overseas	2	Special Lecture (Language Education Subject)	2			
			Introduction to Asia Pacific Languages	2					
Common Liberal Arts	APU literacy		Study Skills and Academic Writing	2	Intercultural Fieldwork I	2	Peer Leader Training I	2	
			Multicultural Cooperative Workshop	2	Intercultural Fieldwork II	2	Overseas Learning Design	2	
			Peace, Humanity and Democracy	2	Studies of Multicultural Comparison	2	APM Bridge Program	2	
			Introduction to Intercultural Communication	2	Introduction to Peer Leader Training	2			
	"Global Citizens" Foundation	Asia Pacific Group	Languages of the Asia Pacific	2	Geography of the Asia Pacific	2	History of the Asia Pacific	2	
			Religions of the Asia Pacific	2	Culture and Society of the Asia Pacific	2	Economy of the Asia Pacific	2	
		Japanese Studies Group	Japanese Geography	2	Japanese History	2	Constitution of Japan	2	
			Japanese Culture and Society	2	Japanese Economy	2	Special Lecture (Japanese Studies)	2	
		Basic Study Group	Legal Studies	2	Psychology	2	Bioethics	2	
		Introduction to Major Studies Group	Introduction to Culture and Society	2	Introduction to Political Science	2	Introduction to Tourism and Hospitality	2	
			Introduction to Media Studies	2	Introduction to Development Studies	2	Introduction to Economics ★	2	
				Introduction to International Relations	2	Introduction to Environmental Studies	2		
Response to social needs	Basic skills	Statistics ★	2	Logical Thinking and Framework	2	Special Lecture (Liberal Arts Subject)	2		
		Negotiation Skills	2	Career Design I	2				
	ICT	Introduction to the Internet	2	Programming	2				
		Computer Literacy	2						
APM Major Education Subjects	Required Subjects (*1)		Introduction to Management ★	2	Introduction to Marketing ★	2			
			Fundamental Mathematics ☆	2					
			Accounting I ★	2					
	Accounting & Finance (AF)								
	Marketing (M)								
Strategic Management & Organization (SMO)									
Innovation & Economics (IE)									
APM Common (*1)									
Seminar (*2)									

★ Required Subjects (Refer to p.58)

☆ Required Subjects (Mathematics) (Refer to p.60)

*1 Credits earned from subjects designated as "Required Subjects" and "APM Common" will not be counted towards any of the Areas of Study.

*2 Up to 4 credits earned from subjects designated as "Seminar Subjects" will be counted towards all Areas of Study.

200 (2nd Year)			300 (3rd Year)			400 (4th Year)
Intermediate English A	4		English for Business Writing	2	English for Journalism	2
Intermediate English B	2		English for Business Presentations	2		
Upper Intermediate English A	4		English for Discussion and Debate	2		
Upper Intermediate English B	2		English Project 1	2		
English for Business 1	2	English of the Media 2	English Project 2	2		
English for Business 2	2					
Extensive Reading in English	2					
Pre-Advanced Japanese	4	Japanese Project D 2	Career Japanese	4		
Advanced Japanese	4	Japanese Project E 2	Business Communication in Japanese A	2		
Japanese Project A	2	Japanese Project F 2	Business Communication in Japanese B	2		
Japanese Project B	2	Japanese for Lectures 2				
Japanese Project C	2	Language and Culture in Japan 2				
		Language and Social Topics in Japan 2				
Chinese II・III	4・4	Thai II・III 4・4	Chinese IV	4	Thai IV	2
Korean II・III	4・4	Vietnamese II・III 4・4	Korean IV	4	Vietnamese IV	2
Malay / Indonesian II・III	4・4		Malay / Indonesian IV	2		
Spanish II・III	4・4		Spanish IV	2		
Japanese Linguistics for Japanese Language Education	2	TESOL 2				
Japanese Language Teaching	2	English Proficiency Test Preparation Course I・II・III 2・2・2				
Introduction to Official Languages of the United Nations I・II・III	2・2・2					
Peer Leader Training II A	2					
Peer Leader Training II B	2					
Japanese Art of Tea Ceremony	2	Traditional Japanese Arts 2				
Japanese Art of Flower Arrangement	2					
Environmental Science	2	Health Science 2				
Media Production Lab	2	Internship 2	Career Design III 2			
Volunteer Activities	2	Career Design II 2	Career Design IV 2			
Data Mining	2	Internet Technology Integration 2	Database Systems 2			
Introduction to GIS	2		Special Lecture (ICT) 2			
Advanced Mathematics ☆	2	Production Management ★ 2	Business Ethics ★ 2			Global Management 2
Finance ★	2	Legal Strategy in Business ★ 2				(Capstone) ★
Management of Human Resources and Organizational Behavior ★	2					
Accounting II	2	Cost Accounting 2	Management Accounting 2	Financial Market and Institutions 2		
Financial Accounting I	2	Corporate Finance 2	Advanced Accounting 2	International Finance 2		
Financial Accounting II	2		International Accounting 2	Investment and Securities Analysis 2		
			Auditing 2	Investment Strategy 2		
			Special Lecture in Accounting 2	Special Lecture in Finance 2		
E-Commerce	2	Consumer Behavior 2	International Logistics 2	Product Development 2		
Marketing Research	2	Promotion and Sales Management 2	International Marketing 2	Special Lecture in Marketing 2		
Brand Management	2	Supply Chain Management 2	Service Management 2			
Brand Management	2	Strategic Management 2	Service Management 2	Advanced Organizational Behavior 2		
Entrepreneurship	2	Supply Chain Management 2	International Transactions 2	Advanced Human Resource Management 2		
			Family Business Management 2	Special Lecture in Strategic Management & Organization 2		
			International Logistics 2			
Macroeconomics	2	Entrepreneurship 2	Product Development 2	Asian Economy 2		
Microeconomics	2		Technology Management 2	International Economics 2		
			Operations Research 2	International Political Economy 2		
			Special Lecture in Innovation 2	Development Economics 2		
				Special Lecture in Economics 2		
Social Entrepreneurship	2	APM Field Study 2	Business Case Analysis & Communication 2	Business Internship 2		
Business Data Analysis	2	Special Lecture (Management) 2	Management Information Systems 2	Field Research Project 2		
			Major Seminar I 2	Major Seminar II 2	Research Seminar 2	
					Undergraduate Thesis 4	

2.2.14 AY 2017 Curriculum Subject List

About the Subject List

The subject list includes information for each course, such as the Subject code, Subject Field, and Area of Study. An explanation of how to read this information follows.

Subject Field

The "Field" column for a subject indicates the field in which a course's credit will be counted.

Subject Field		Notation in Subject List
Common Education Subjects	Language Education Subject	Language
	Common Liberal Arts Subject	Liberal Arts
Major Education Subjects	APS Major Education Subject	APS
	APM Major Education Subject	APM
	APS and APM Major Education Subject	APS / APM

Areas of Study

The "Area" column indicates which Areas of Study a course's credit will count toward when completed. For more information on this topic, please see p.37 for APS or p.55 for APM.

College	Areas of Study	Subject List Code
APS	Environment and Development	ED
	Hospitality and Tourism	HT
	International Relations and Peace Studies	IRP
	Culture, Society and Media	CSM
	All APS Areas of Study	ALL
APM	Accounting and Finance	AF
	Marketing	M
	Strategic Management and Organization	SMO
	Innovation and Economics	IE
	All APM Areas of Study	ALL*

*(For APM Students only) Up to 4 credits from the total number of credits earned from "Major Seminar I," "Major Seminar II," "Research Seminar" and "Undergraduate Thesis" will be counted towards all Areas of Study.

Notes

The following information may appear in the "Notes" column.

Description	Subject List Code
English Standard Track Subject	ST
English Advanced Track Subject	AT
Re-registration Possible	○
Reference Page	P.■

AY 2017 Curriculum Subject List

科目CD Subject CD	分野 Field	学修分野 / Area		科目名 Subject Name	単位 Credits	グレード番号 Grade Level	前提科目 Prerequisite Subjects	備考 Notes
		APS	APM					
010081	Language			日本語初級Ⅰ Japanese Foundation Course I	4	100		
010091	Language			日本語初級Ⅱ Japanese Foundation Course II	4	100		
010092	Language			日本語初級Ⅲ Japanese Foundation Course III	4	100		
010101	Language			日本語中級 Japanese Intermediate Course	4	100	日本語初級Ⅰ・Ⅱ・Ⅲ Japanese Foundation Course I・II・III	
010102	Language			日本語中上級 Pre-Advanced Japanese	4	200	日本語中級 Japanese Intermediate Course	
010103	Language			日本語上級 Advanced Japanese	4	200	日本語中上級 Pre-Advanced Japanese	
010180	Language			中国語Ⅰ Chinese I	4	100		
010190	Language			中国語Ⅱ Chinese II	4	200	中国語Ⅰ Chinese I	
010200	Language			中国語Ⅲ Chinese III	4	200	中国語Ⅱ Chinese II	
010210	Language			中国語Ⅳ Chinese IV	4	300	中国語Ⅲ Chinese III	
010220	Language			韓国語Ⅰ Korean I	4	100		
010230	Language			韓国語Ⅱ Korean II	4	200	韓国語Ⅰ Korean I	
010240	Language			韓国語Ⅲ Korean III	4	200	韓国語Ⅱ Korean II	
010250	Language			韓国語Ⅳ Korean IV	4	300	韓国語Ⅲ Korean III	
010260	Language			マレー語・インドネシア語Ⅰ Malay / Indonesian I	4	100		
010270	Language			マレー語・インドネシア語Ⅱ Malay / Indonesian II	4	200	マレー語・インドネシア語Ⅰ Malay / Indonesian I	
010280	Language			マレー語・インドネシア語Ⅲ Malay / Indonesian III	4	200	マレー語・インドネシア語Ⅱ Malay / Indonesian II	
010281	Language			マレー語・インドネシア語Ⅳ Malay / Indonesian IV	2	300	マレー語・インドネシア語Ⅲ Malay / Indonesian III	
010290	Language			スペイン語Ⅰ Spanish I	4	100		
010300	Language			スペイン語Ⅱ Spanish II	4	200	スペイン語Ⅰ Spanish I	
010310	Language			スペイン語Ⅲ Spanish III	4	200	スペイン語Ⅱ Spanish II	
010311	Language			スペイン語Ⅳ Spanish IV	2	300	スペイン語Ⅲ Spanish III	
010320	Language			タイ語Ⅰ Thai I	4	100		
010330	Language			タイ語Ⅱ Thai II	4	200	タイ語Ⅰ Thai I	
010340	Language			タイ語Ⅲ Thai III	4	200	タイ語Ⅱ Thai II	
010341	Language			タイ語Ⅳ Thai IV	2	300	タイ語Ⅲ Thai III	
010350	Language			ベトナム語Ⅰ Vietnamese I	4	100		
010360	Language			ベトナム語Ⅱ Vietnamese II	4	200	ベトナム語Ⅰ Vietnamese I	
010370	Language			ベトナム語Ⅲ Vietnamese III	4	200	ベトナム語Ⅱ Vietnamese II	
010371	Language			ベトナム語Ⅳ Vietnamese IV	2	300	ベトナム語Ⅲ Vietnamese III	
011100	Language			英語初級A Elementary English A	4	100		ST
011101	Language			英語初級B Elementary English B	2	100		ST
011102	Language			英語準中級A Pre-Intermediate English A	4	100	英語初級A・B Elementary English A・B	ST
011103	Language			英語準中級B Pre-Intermediate English B	2	100	英語初級A・B Elementary English A・B	ST
011104	Language			英語中級A Intermediate English A	4	200	英語準中級A・B Pre-Intermediate English A・B	ST
011105	Language			英語中級B Intermediate English B	2	200	英語準中級A・B Pre-Intermediate English A・B	ST
011106	Language			英語準上級A Upper Intermediate English A	4	200	英語中級A・B Intermediate English A・B	ST
011107	Language			英語準上級B Upper Intermediate English B	2	200	英語中級A・B Intermediate English A・B	ST
011200	Language			英語上級1A Advanced English 1A	4	100	英語準上級A・B Upper Intermediate English A・B	AT

APS

ED: Environment and Development, HT: Hospitality and Tourism, IRP: International Relations and Peace Studies, CSM: Culture, Society and Media, ALL: All APS Areas of Study

APM

AF: Accounting and Finance, M: Marketing, SMO: Strategic Management and Organization, IE: Innovation and Economics, ALL: All APM Areas of Study

科目CD Subject CD	分野 Field	学修分野 / Area		科目名 Subject Name	単位 Credits	グレード番号 Grade Level	前提科目 Prerequisite Subjects	備考 Notes
		APS	APM					
011201	Language			英語上級1B Advanced English 1B	2	100	英語準上級A・B Upper Intermediate English A・B	AT
011202	Language			英語上級2A Advanced English 2A	4	100	英語上級1A・B Advanced English 1 A・B	AT
011203	Language			英語上級2B Advanced English 2B	2	100	英語上級1A・B Advanced English 1 A・B	AT
011500	Language			講義の日本語 Japanese for Lectures	2	200	日本語上級 Advanced Japanese	
011600	Language			日本語プロジェクトA Japanese Project A	2	200	日本語中級 Japanese Intermediate Course	
011601	Language			日本語プロジェクトB Japanese Project B	2	200	日本語中級 Japanese Intermediate Course	
011602	Language			日本語プロジェクトC Japanese Project C	2	200	日本語中級 Japanese Intermediate Course	
011603	Language			日本語プロジェクトD Japanese Project D	2	200	日本語上級 Advanced Japanese	
011604	Language			日本語プロジェクトE Japanese Project E	2	200	日本語上級 Advanced Japanese	
011605	Language			日本語プロジェクトF Japanese Project F	2	200	日本語上級 Advanced Japanese	
011800	Language			英語ビジネス・ライティング English for Business Writing	2	300	英語準上級A・B Upper Intermediate English A・B	ST
011801	Language			英語ビジネス・プレゼンテーション English for Business Presentations	2	300	英語準上級A・B Upper Intermediate English A・B	ST
011802	Language			英語ディスカッションとディベート English for Discussion and Debate	2	300	英語準上級A・B Upper Intermediate English A・B	ST
011803	Language			英語プロジェクト1 English Project 1	2	300	英語準上級A・B Upper Intermediate English A・B	ST
011900	Language			ビジネス英語1 English for Business 1	2	200	英語上級1A・B Advanced English 1A・B	AT
011901	Language			ビジネス英語2 English for Business 2	2	200	英語上級1A・B Advanced English 1A・B	AT
011902	Language			英語多読 Extensive Reading in English	2	200	英語上級1A・B Advanced English 1A・B	AT
011903	Language			英語プロジェクト2 English Project 2	2	300	英語上級1A・B Advanced English 1A・B	AT
012010	Language			海外集中言語研修 Intensive Language Learning Overseas	2	100		O
017001	Language			キャリア日本語 Career Japanese	4	300	日本語上級 Advanced Japanese	
017002	Language			日本語ビジネスコミュニケーションA Business Communication in Japanese A	2	300	日本語上級 Advanced Japanese	
017003	Language			日本語ビジネスコミュニケーションB Business Communication in Japanese B	2	300	日本語上級 Advanced Japanese	
017004	Language			日本語・日本文化 Language and Culture in Japan	2	200	日本語上級 Advanced Japanese	
017005	Language			日本語・日本社会 Language and Social Topics in Japan	2	200	日本語上級 Advanced Japanese	
017013	Language			英語検定試験対策講座I English Proficiency Test Preparation Course I	2	200		
017014	Language			英語検定試験対策講座II English Proficiency Test Preparation Course II	2	200		
017015	Language			英語検定試験対策講座III English Proficiency Test Preparation Course III	2	200		
017016	Language			メディアのなかの英語 English of the Media	2	200	英語上級1A・B Advanced English 1 A・B	AT
017017	Language			ジャーナリズムのための英語 English for Journalism	2	300	英語準上級A・B Upper Intermediate English A・B	ST
017018	Language			TESOL TESOL	2	200	英語上級1A・B Advanced English 1A・B	
017019	Language			日本語教育のための日本語学 Japanese Linguistics for Japanese Language Education	2	200	日本語上級(日本語基準学生は前提科目なし) Advanced Japanese	
017020	Language			アジア太平洋言語入門 Introduction to Asia Pacific Languages	2	100		
017021	Language			国連公用語概論I Introduction to Official Languages of the United Nations I	2	200		
017022	Language			国連公用語概論II Introduction to Official Languages of the United Nations II	2	200		
017023	Language			国連公用語概論III Introduction to Official Languages of the United Nations III	2	200		
017024	Language			日本語教授法 Japanese Language Teaching	2	200	日本語上級(日本語基準学生は前提科目なし) Advanced Japanese	
017025	Language			特殊講義(言語教育科目) Special Lecture (Language Education Subject)	2	100		O
017026	Language			特殊講義(言語教育科目) Special Lecture (Language Education Subject)	2	100		
020022	Liberal Arts			政治学入門 Introduction to Political Science	2	100		
020023	Liberal Arts			国際関係論入門 Introduction to International Relations	2	100		
020031	Liberal Arts			経済学入門 Introduction to Economics	2	100		

科目CD Subject CD	分野 Field	学修分野 / Area		科目名 Subject Name	単位 Credits	グレード番号 Grade Level	前提科目 Prerequisite Subjects	備考 Notes
		APS	APM					
020035	Liberal Arts			文化・社会学入門 Introduction to Culture and Society	2	100		
020036	Liberal Arts			開発学入門 Introduction to Development Studies	2	100		
020038	Liberal Arts			GIS入門 Introduction to GIS	2	200		
020039	Liberal Arts			観光学入門 Introduction to Tourism and Hospitality	2	100		
020041	Liberal Arts			インターネット入門 Introduction to the Internet	2	100		
020050	Liberal Arts			ウェルネス Health Science	2	200		
020051	Liberal Arts			生命倫理 Bioethics	2	100		
020091	Liberal Arts			コンピューターリテラシー Computer Literacy	2	100		
020092	Liberal Arts			インターネット技術統合 Internet Technology Integration	2	200		
020097	Liberal Arts			データベースシステム Database Systems	2	300		
020241	Liberal Arts			日本の経済 Japanese Economy	2	100		
020242	Liberal Arts			日本の文化と社会 Japanese Culture and Society	2	100		
020255	Liberal Arts			特殊講義(共通教養科目) Special Lecture (Liberal Arts Subject)	2	100		○
021005	Liberal Arts			異文化間コミュニケーション入門 Introduction to Intercultural Communication	2	100		
021008	Liberal Arts			日本の歴史 Japanese History	2	100		
021011	Liberal Arts			環境学入門 Introduction to Environmental Studies	2	100		
021012	Liberal Arts			アジア太平洋の地理 Geography of the Asia Pacific	2	100		
021013	Liberal Arts			アジア太平洋の言語 Languages of the Asia Pacific	2	100		
021014	Liberal Arts			アジア太平洋の宗教 Religions of the Asia Pacific	2	100		
021015	Liberal Arts			アジア太平洋の文化と社会 Culture and Society of the Asia Pacific	2	100		
021017	Liberal Arts			アジア太平洋の歴史 History of the Asia Pacific	2	100		
021043	Liberal Arts			日本国憲法 Constitution of Japan	2	100		
021130	Liberal Arts			キャリア・デザインⅠ Career Design I	2	100		
021131	Liberal Arts			キャリア・デザインⅡ Career Design II	2	200		
021190	Liberal Arts			ピアリーダートレーニングⅠ Peer Leader Training I	2	100		
021191	Liberal Arts			ピアリーダートレーニングⅡA Peer Leader Training II A	2	200		
021192	Liberal Arts			ピアリーダートレーニングⅡB Peer Leader Training II B	2	200		
021194	Liberal Arts			ボランティア研究 Volunteer Activities	2	200		○
021195	Liberal Arts			インターンシップ Internship	2	200		○
027001	Liberal Arts			メディア入門 Introduction to Media Studies	2	100		
027003	Liberal Arts			統計学 Statistics	2	100		
027004	Liberal Arts			平和・ヒューマニティ・民主主義 Peace, Humanity and Democracy	2	100		
027005	Liberal Arts			多文化比較論 Studies of Multicultural Comparison	2	100		
027006	Liberal Arts			海外学習デザイン Overseas Learning Design	2	100		
027007	Liberal Arts			日本の地理 Japanese Geography	2	100		
027008	Liberal Arts			特殊講義(日本学) Special Lecture (Japanese Studies)	2	100		○
027009	Liberal Arts			ロジカルシンキングとフレームワーク Logical Thinking and Framework	2	100		
027010	Liberal Arts			キャリア・デザインⅣ Career Design IV	2	300		
027011	Liberal Arts			ピアリーダートレーニング入門 Introduction to Peer Leader Training	2	100		
027012	Liberal Arts			スタディスキル・アカデミックライティング Study Skills and Academic Writing	2	100		

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科目CD Subject CD	分野 Field	学修分野 / Area		科目名 Subject Name	単位 Credits	グレード番号 Grade Level	前提科目 Prerequisite Subjects	備考 Notes
		APS	APM					
027013	Liberal Arts			多文化協働ワークショップ Multicultural Cooperative Workshop	2	100		
027014	Liberal Arts			異文化フィールドワークI Intercultural Fieldwork I	2	100		
027015	Liberal Arts			APS ブリッジプログラム APS Bridge Program	2	100	英語準中級A・B Pre-Intermediate English A・B	
027016	Liberal Arts			APM ブリッジプログラム APM Bridge Program	2	100	英語準中級A・B Pre-Intermediate English A・B	
027017	Liberal Arts			アジア太平洋の経済 Economy of the Asia Pacific	2	100		
027018	Liberal Arts			法学 Legal Studies	2	100		
027019	Liberal Arts			心理学 Psychology	2	100		
027020	Liberal Arts			ネゴシエーションスキル Negotiation Skills	2	100		
027021	Liberal Arts			プログラミング Programming	2	100		
027025	Liberal Arts			環境科学 Environmental Science	2	200		
027026	Liberal Arts			メディア制作ラボ Media Production Lab	2	200		○
027027	Liberal Arts			データマイニング Data Mining	2	200		
027028	Liberal Arts			特殊講義(ICT) Special Lecture (ICT)	2	300		○
027029	Liberal Arts			茶道 Japanese Art of Tea Ceremony	2	200		
027030	Liberal Arts			華道 Japanese Art of Flower Arrangement	2	200		
027031	Liberal Arts			日本の伝統芸能 Traditional Japanese Arts	2	200		
027036	Liberal Arts			キャリア・デザインⅢ Career Design III	2	300		
027037	Liberal Arts			異文化フィールドワークⅡ Intercultural Fieldwork II	2	100		
030011	APS	CSM		社会理論 Social Theory	2	200		
030013	APS	HT, CSM		文化人類学 Cultural Anthropology	2	200		
030021	APS	CSM		宗教と信仰 Religion and Belief	2	300		
030022	APS	CSM		ジェンダー研究 Gender Studies	2	300		
030025	APS	CSM		カルチュラルスタディーズ Cultural Studies	2	200		
030032	APS	CSM		言語と社会 Language and Society	2	200		
030034	APS	CSM		組織社会学 Sociology of Organizations	2	300		
030035	APS	CSM		社会階層論 Social Stratification	2	200		
030100	APS	CSM		国際社会学 Transnational Sociology	2	200		
030102	APS	IRP		国際法 International Law	2	200		
030104	APS	ED, IRP		国際機構論 International Organizations	2	300		
030110	APS	CSM		多文化社会論 Multiculturalism and Society	2	300		
030150	APS	IRP, CSM		グローバリゼーションと規範 Globalization and Law	2	300		
030181	APS	IRP		政治理論 Political Theory	2	200		
030182	APS	ED, IRP		開発政治論 Politics of Development	2	200		
030184	APS	ED, IRP		紛争と開発 Conflict and Development	2	200		
030186	APS	IRP		アジア太平洋の比較政治経済 Comparative Political Economy of the Asia Pacific	2	200		
030187	APS	IRP		アジア太平洋における国際関係 International Relations in the Asia Pacific	2	300		
030188	APS	IRP		アジア太平洋地域システム論 Regional Systems in the Asia Pacific	2	300		
030191	APS	IRP, CSM		グローバリ化と地域主義 Globalization and Regionalism	2	200		
030192	APS	IRP		国際問題と政策 Global Issues and Policies	2	200		
030193	APS	IRP		国際紛争解決 International Conflict Resolution	2	300		

科目CD Subject CD	分野 Field	学修分野 / Area		科目名 Subject Name	単位 Credits	グレード番号 Grade Level	前提科目 Prerequisite Subjects	備考 Notes
		APS	APM					
030195	APS	IRP, CSM		アイデンティティと政治 Identity and Politics	2	300		
030197	APS	IRP		暴力とテロリズム Violence and Terrorism	2	300		
030261	APS	ED		開発社会学・人類学 Development Sociology and Anthropology	2	200		
030262	APS	ED		生物多様性 Biodiversity	2	200		
030263	APS	ED		地球環境問題 Global Environmental Issues	2	200		
030266	APS	ED		環境と社会 Environment and Society	2	200		
030267	APS	ED		環境経済学 Environmental Economics	2	300		
030268	APS	ED		産業生態学 Industrial Ecology	2	300		
030269	APS	ED, HT		開発のプロジェクト・マネジメント Project Management in Development	2	300		
030273	APS	ED		GISとリモートセンシング GIS and Remote Sensing	2	300		
030274	APS	ED		環境モデリング Environmental Modeling and Analysis	2	300		
030275	APS	ED, IRP		開発政策 Development Policy	2	300		
030276	APS	ED		コミュニティー開発論 Community Development	2	300		
030300	APS	ED		環境政策 Environmental Policy	2	300		
030340	APS	HT		ホスピタリティ・マネジメント Hospitality Management	2	200		
030346	APS	HT		ホスピタリティ・マーケティング Hospitality Marketing	2	200		
030350	APS	HT		観光社会学 Sociology of Tourism	2	200		
030400	APS	ED, HT		エコ・ツーリズム論 Ecotourism	2	200		
030550	APS			特殊講義(専門教育科目) Special Lecture (Asia Pacific Studies)	2	200		○
030564	APM			基礎数学 Fundamental Mathematics	2	100		
030566	APM			経営学入門 Introduction to Management	2	100		
030571	APM			会計学Ⅰ Accounting I	2	100		
030572	APM		AF	会計学Ⅱ Accounting II	2	200	会計学Ⅰ Accounting I	
030600	APM			金融論 Finance	2	200		
030602	APM		AF	コーポレート・ファイナンス Corporate Finance	2	200		
030611	APM		AF	原価会計 Cost Accounting	2	200		
030630	APM			生産管理論 Production Management	2	200		
030673	APM		IE	ミクロ経済学 Microeconomics	2	200		
030674	APM		IE	マクロ経済学 Macroeconomics	2	200		
030675	APM		IE	アジア経済論 Asian Economy	2	300		
030701	APM		AF	財務会計論Ⅰ Financial Accounting I	2	200		
030702	APM		AF	財務会計論Ⅱ Financial Accounting II	2	200		
030710	APM		AF	管理会計論 Management Accounting	2	300		
030714	APM		AF	上級会計 Advanced Accounting	2	300		
030715	APM		AF	監査 Auditing	2	300		
030716	APM		AF	金融市場と金融制度 Financial Market and Institutions	2	300		
030717	APM		AF	投資・証券分析 Investment and Securities Analysis	2	300		
030718	APM		AF	投資戦略 Investment Strategy	2	300		
030721	APM		IE	技術経営 Technology Management	2	300		
030740	APS APM	HT	IE	オペレーションズ・リサーチ Operations Research	2	300		

APS

ED: Environment and Development, HT: Hospitality and Tourism, IRP: International Relations and Peace Studies, CSM: Culture, Society and Media, ALL: All APS Areas of Study

APM

AF: Accounting and Finance, M: Marketing, SMO: Strategic Management and Organization, IE: Innovation and Economics, ALL: All APM Areas of Study

科目CD Subject CD	分野 Field	学修分野 / Area		科目名 Subject Name	単位 Credits	グレード番号 Grade Level	前提科目 Prerequisite Subjects	備考 Notes
		APS	APM					
030750	APM		M	マーケティング・リサーチ Marketing Research	2	200		
030760	APM		M	消費者行動論 Consumer Behavior	2	200		
030820	APM		AF	国際金融論 International Finance	2	300		
030861	APM		AF	国際会計 International Accounting	2	300		
030870	APM		M	国際マーケティング論 International Marketing	2	300		
030892	APM		SMO	国際取引 International Transactions	2	300		
031070	APM		ALL	卒業研究 Research Seminar	2	400		
031071	APM		ALL	卒業論文 Undergraduate Thesis	4	400	卒業研究 Research Seminar	
031080	APM			特殊講義(専門教育科目) Special Lecture (Management)	2	200		○
032005	APS	CSM		社会心理学 Social Psychology	2	200		
032006	APS	CSM		教育と社会 Education and Society	2	300		
032015	APS	IRP		国際政治史 History of International Politics	2	200		
032019	APS	ED, IRP		国際協力論 International Cooperation	2	200		
032060	APS	ALL		専門演習Ⅰ Major Seminar I	2	300		
032070	APS	ALL		専門演習Ⅱ Major Seminar II	2	300		
032080	APS APM	ED	IE	開発経済学 Development Economics	2	300		
032081	APS APM	ED	IE	国際経済学 International Economics	2	300		
032082	APS APM	IRP	IE	国際政治経済学 International Political Economy	2	300		
033011	APM			ビジネス法務戦略 Legal Strategy in Business	2	200		
033018	APM		M, SMO	サプライ・チェーン・マネジメント Supply Chain Management	2	200		
033019	APM		SMO, IE	アントレプレナーシップ Entrepreneurship	2	200		
033022	APM		M, SMO	ブランドマネジメント Brand Management	2	200		
033023	APM		M	販売・プロモーションマネジメント Promotion and Sales Management	2	200		
033025	APM		M	Eコマース E-Commerce	2	200		
033026	APM		M, SMO	国際物流論 International Logistics	2	300		
033027	APM		M, SMO	サービスマネジメント Service Management	2	300		
033029	APM		SMO	ファミリービジネス Family Business Management	2	300		
033030	APM		SMO	経営戦略論 Strategic Management	2	200		
033033	APM			ビジネスエシックス Business Ethics	2	300		
033060	APM		ALL	専門演習Ⅰ Major Seminar I	2	300		
033070	APM		ALL	専門演習Ⅱ Major Seminar II	2	300		
037101	APS	IRP, CSM		日本の対外関係史 History of Japanese Foreign Relations	2	300		
037102	APS	IRP		国際関係理論 International Relations Theory	2	200		
037103	APS	IRP		日本の外交政策 Foreign Policy of Japan	2	300		
037104	APS	ED		環境コミュニケーション Environmental Communication	2	300		
037105	APS	HT		観光文化論と観光史 Culture and History of Tourism	2	200		
037106	APS	HT		観光とソーシャルメディア Tourism and Social Media	2	300		
037107	APS	HT		農業遺産とツーリズム Agri-heritage and Tourism	2	300		
037108	APS	CSM		文化・社会・メディア フィールド・スタディ Field Study for Culture, Society and Media	2	200		○
037109	APS	IRP		国際関係 フィールド・スタディ Field Study for International Relations and Peace Studies	2	200		○

科目CD Subject CD	分野 Field	学修分野 / Area		科目名 Subject Name	単位 Credits	グレード番号 Grade Level	前提科目 Prerequisite Subjects	備考 Notes
		APS	APM					
037110	APS	ED		環境・開発 フィールド・スタディ Field Study for Environment and Development	2	200		○
037111	APS	HT		観光学 フィールド・スタディ Field Study for Tourism and Hospitality	2	200		○
037112	APS	HT		イベントマネジメント Event and Festival Management	2	200		
037113	APS			APS入門 Introduction to APS	2	100		
037114	APS	CSM		メディアと歴史 Media and History	2	300		
037115	APS	ED, HT		コミュニティ・ベース・ツーリズム Community Based Tourism	2	200		
037116	APS	HT		観光経済学 Tourism Economics	2	300		
037117	APS	CSM		基礎演習(文化・社会・メディア) Preliminary Seminar for Culture, Society and Media	2	200		
037118	APS	CSM		メディアと文化 Media and Culture	2	200		
037119	APS	CSM		グローバル・ヒストリー Global History	2	200		
037120	APS	CSM		人文学と近代 The Humanities and Modernity	2	200		
037121	APS	CSM		ニューメディアと社会 New Media and Society	2	200		
037122	APS	CSM		メディアと法 Media and Law	2	200		
037123	APS	CSM		文化・社会・メディア 特殊講義 Special Lecture in Culture, Society and Media	2	300		○
037124	APS	IRP		基礎演習(国際関係) Preliminary Seminar for International Relations and Peace Studies	2	200		
037125	APS	IRP		平和学 Peace Studies	2	200		
037126	APS	IRP		戦略分析と意思決定 Strategic Decision Making	2	300		
037127	APS	IRP		冷戦後の紛争と地政学 Geo-Politics and Post Cold War Conflicts	2	300		
037128	APS	IRP		人権論 Human Rights	2	200		
037129	APS	IRP		国際関係 特殊講義 Special Lecture in International Relations and Peace Studies	2	300		○
037130	APS	ED		基礎演習(環境・開発) Preliminary Seminar for Environment and Development	2	200		
037131	APS	ED		都市環境と開発 Urban Environment and Development	2	200		
037132	APS	ED		環境・開発 特殊講義 Special Lecture in Environment and Development	2	300		○
037133	APS	ED		資源マネジメント Resource Management	2	300		
037134	APS	HT		基礎演習(観光学) Preliminary Seminar for Tourism and Hospitality	2	200		
037135	APS	HT		観光・ホスピタリティと法 Tourism and Hospitality Law	2	300		
037136	APS	HT		観光開発と計画 Tourism Development and Planning	2	300		
037137	APS	HT		健康とウェルネスツーリズム Health and Wellness Tourism	2	300		
037138	APS	HT		リゾート開発 Resort Development	2	300		
037139	APS	HT		遺産観光論 Heritage Tourism	2	200		
037140	APS	HT		旅行産業論 Travel Industry	2	200		
037141	APS	HT		観光地マーケティングとマネジメント Destination Marketing and Management	2	300		
037142	APS	HT		観光学 特殊講義 Special Lecture in Tourism and Hospitality	2	300		○
037143	APS	HT		MICE産業論 MICE Tourism Industry	2	300		
037144	APS	IRP, CSM		メディアと政治 Media and Politics	2	300		
037145	APS	IRP, CSM		グローバルメディアと紛争 Global Media and Conflict	2	300		
037146	APS	IRP, CSM		エスニシティと国民国家 Ethnicity and the Nation State	2	300		
037147	APS	ED, CSM		NPO / NGO研究 NPO / NGO Studies	2	300		
037148	APS	ALL		地域研究 Area Studies	2	200		○
037149	APS	ALL		調査研究入門 Introduction to Research Methods	2	200		

APS

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APM

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科目CD Subject CD	分野 Field	学修分野 / Area		科目名 Subject Name	単位 Credits	グレード番号 Grade Level	前提科目 Prerequisite Subjects	備考 Notes
		APS	APM					
037150	APS			APSフィールド・スタディ APS Field Study	2	200		○
037151	APS	ALL		プロジェクト研究 Field Research Project	2	300		○
037152	APS			地域研究入門 Introduction to Area Studies	2	100		
037155	APS	ALL		卒業研究Ⅰ Graduation Research I	2	400		
037156	APS	ALL		卒業研究Ⅱ Graduation Research II	4	400	卒業研究Ⅰ Graduation Research I	
037201	APM			ソーシャルアントレプレナーシップ Social Entrepreneurship	2	200		
037202	APM		AF	会計 特殊講義 Special Lecture in Accounting	2	300		○
037203	APM		AF	ファイナンス 特殊講義 Special Lecture in Finance	2	300		○
037204	APM		M	マーケティング 特殊講義 Special Lecture in Marketing	2	300		○
037205	APM		SMO	経営戦略と組織 特殊講義 Special Lecture in Strategic Management & Organization	2	300		○
037206	APM		IE	イノベーション 特殊講義 Special Lecture in Innovation	2	300		○
037207	APM		IE	経済学 特殊講義 Special Lecture in Economics	2	300		○
037208	APM			ビジネスケース分析・コミュニケーション Business Case Analysis & Communication	2	300		○
037209	APM			ビジネスインターンシップ Business Internship	2	300		○
037210	APM			グローバルマネジメント (Capstone) Global Management (Capstone)	2	400		
037211	APM			ビジネスデータ分析 Business Data Analysis	2	200		
037212	APM		M, IE	製品開発論 Product Development	2	300		
037213	APM			マーケティング入門 Introduction to Marketing	2	100		
037214	APM			人材と組織行動のマネジメント Management of Human Resources and Organizational Behavior	2	200		
037215	APM			上級数学 Advanced Mathematics	2	200		
037216	APM			経営情報システム Management Information Systems	2	300		
037217	APM			プロジェクト研究 Field Research Project	2	300		○
037218	APM			APMフィールド・スタディ APM Field Study	2	200		○
037301	APS APM	HT	SMO	組織行動論(上級) Advanced Organizational Behavior	2	300		
037303	APS APM	HT	SMO	人材マネジメント(上級) Advanced Human Resource Management	2	300		

More details about subjects on the subject list can be found on p.88

2.3 AY 2011 Curriculum

2.3.1 College of Asia Pacific Studies (APS)

This curriculum applies to the following groups of students.

1. Students who enrolled in the College of Asia Pacific Studies as new students during AY 2011 and AY 2016
2. Students who enrolled in the College of Asia Pacific Studies in AY 2017 as 2nd year or 3rd year transfer students
3. Students who enrolled in the College of Asia Pacific Studies in AY 2018 as 3rd year transfer students
4. Students who originally enrolled in the College of Asia Pacific Studies before AY 2011, but as a result of reinstatement or re-enrollment, will be the same semester as students in Group 1

Degree

Those who have fulfilled the graduation requirements will be awarded a bachelor's degree upon graduation.

Degree Title
Bachelor of Social Science

Areas of Study

The College of Asia Pacific Studies has established four Areas of Study in order to conduct education and research for the development of wide-ranging problem solving ability and specialized know-how of the issues facing the Asia Pacific region. Studies are centered on solid language proficiency and a basic understanding of the diverse cultures, histories, societies, natural environments, and historical conditions of the Asia Pacific region. Once students have completed 20 or more credits from among the designated subjects for their Area of Study, the name of that Area of Study will be noted on their diploma. Please note that students need to register for their Area of Study via Campusmate in order to have the name of their Area of Study noted on their diploma. Students can choose any one of the four Areas of Study. For more details regarding the application procedure for an Area of Study, please refer to the Academic Office website.

Areas of Study	
かんきょう かいはつ 環境・開発	Environment and Development
かんこうがく 観光学	Hospitality and Tourism
こくさいかんけい 国際関係	International Relations and Peace Studies
ぶんかしゃかい 文化・社会・メディア	Culture, Society and Media

<Registering / Changing an Area of Study>

Eligible Semesters	1st Semester to Semester of Graduation
Registration Period	During Course Registration Period A, B, Correction Period 1, 2

Requirements for Graduation (AY 2011 Curriculum)

In order to graduate, students must fulfill the credit requirements for each subject field, as well as complete at least 124 credits total.

Subject Field	Subjects Counted Toward Subject Field
Common Education Subjects	<ul style="list-style-type: none"> • Opposite language-basis subjects: Japanese-basis students: English English-basis students: Japanese
	<ul style="list-style-type: none"> • Language Education Subjects (electives and Asia Pacific languages) • Common Liberal Arts Subjects
Major Education Subjects	<ul style="list-style-type: none"> • Major Education Subjects from enrolled college (APS)
General Electives	<ul style="list-style-type: none"> • Credits from Language Education Subjects, Common Liberal Arts Subjects, and Major Education Subjects exceeding those required for graduation • Major Education Subjects from another college (APM) (available from 2nd year) <p>Additional General Elective credits must be completed equivalent to the number of any exempted Language Education credits.</p>

Japanese-basis Students

Japanese-basis students will be placed on either the English Standard Track (24 credits) or English Advanced Track (12 credits) based on the results of a placement test taken at the time of enrollment.

English Standard Track

Field		No. of Required Credits		Total
Common Education Subjects	English Language Subjects	24	at least 40	at least 124
	Language Education and Common Liberal Arts Subjects	16		
Major Education Subjects		at least 62		
General Electives		at least 22		

Important:

- Japanese-basis domestic students must complete at least 20 credits of Common Liberal Arts and Major Education subjects held in English (own College or other College subjects) excluding language subjects. Subjects held in both English and Japanese (E / J) will not be counted towards this total.

The maximum number of Bridge Program subject credits a student can take is six.

"Bridge Program" courses offer students a way to study a wide variety of Liberal Arts subjects while improving their English ability. These courses were established as a first step for students who have completed English Pre-Intermediate A and B and are ready to begin taking classes held in English. Only Japanese-basis domestic students are eligible to register.

- Japanese-basis domestic and international students must complete "Intermediate English A & B" before they may register for Common Liberal Arts or Major Education Subjects held in English. They must also complete and receive credit for "Pre-Intermediate English A & B" in order to take "Bridge Program" subjects.

English Advanced Track

Field		No. of Required Credits		Total
Common Education Subjects	English Language Subjects	12	at least 40	at least 124
	Language Education and Common Liberal Arts Subjects	28		
Major Education Subjects		at least 62		
General Electives		at least 22		

Important:

- Japanese-basis domestic students must complete at least 20 credits of Common Liberal Arts and Major Education Subjects held in English (own College or other College subjects) excluding language subjects. Subjects held in both English and Japanese (E / J) will not be counted toward this total.
- There are no special requirements for English Advanced Track students in order to register for Common Liberal Arts or Major Education Subjects held in English. Advanced Track students cannot, however, register for "Bridge Program" subjects.

English-basis Students

Field		No. of Required Credits		Total
Common Education Subjects	Japanese Language Subjects	16	at least 40	at least 124
	Language Education and Common Liberal Arts Subjects	24		
Major Education Subjects		at least 62		
General Electives		at least 22		

- There are no special requirements for English-basis students in order to register for Common Liberal Arts or Major Education Subjects held in Japanese.

2.3.2 College of International Management (APM)

This curriculum applies to the following groups of students.

1. Students who enrolled in the College of International Management as new students during AY 2011 and AY 2016
2. Students who enrolled in the College of International Management in AY 2017 as 2nd year or 3rd year transfer students
3. Students who enrolled in the College of International Management in AY 2018 as 3rd year transfer students
4. Students who originally enrolled in the College of International Management before AY 2011, but as a result of reinstatement or re-enrollment, will be the same semester as students in Group 1

Degree

Those who have fulfilled the graduation requirements will be awarded a bachelor's degree upon graduation.

Degree Title
Bachelor of Business Administration

Areas of Study

The College of International Management has established four Areas of Study in order to support the development of future business people with high professional ethics and the ability to discover and resolve management issues. Students will acquire a knowledge of management and a deep understanding of diverse societies, cultures, and traditions and also interact with individuals from a variety of backgrounds in the world of international business. Once students have completed 30 or more credits from among the designated subjects, core subjects, and 3rd and 4th year seminars for their Area of Study, the name of that Area of Study will be noted on their diploma. Please note that students need to register for their Area of Study via Campusmate in order to have the name of their Area of Study noted on their diploma. Students can choose any one of the four Areas of Study. For more details regarding the application procedure for an Area of Study, please refer to the Academic Office website.

Areas of Study	
かいけい 会計・ファイナンス	Accounting and Finance
マーケティング	Marketing
けいえいせんりやく そしき 経営戦略と組織	Strategic Management and Organization
イノベーション・けいざいがく イノベーション・経済学	Innovation and Economics

<Registering / Changing an Area of Study>

Eligible Semesters	1st Semester to Semester of Graduation
Registration Periods	During Course Registration Period A, B, Correction Period 1, 2

Requirements for Graduation (AY2011 Curriculum)

In order to graduate, students must fulfill the credit requirements for each subject field, as well as complete at least 124 credits total.

Subject Field	Subjects Counted Toward Subject Field
Common Education Subjects	<ul style="list-style-type: none"> • Opposite language-basis subjects: Japanese-basis students: English English-basis students: Japanese • Language Education Subjects (electives and Asia Pacific languages) • Common Liberal Arts Subjects
Major Education Subjects	<ul style="list-style-type: none"> • Major Education Subjects from enrolled college (APM)
General Electives	<ul style="list-style-type: none"> • Credits from Language Education Subjects, Common Liberal Arts Subjects, and Major Education Subjects exceeding those required for graduation • Major Education Subjects from another college (APS) (available from 2nd year) <p>Additional General Elective credits must be completed equivalent to the number of any exempted Language Education credits.</p>

Japanese-basis Students

Japanese-basis students will be placed on either the English Standard Track (24 credits) or English Advanced Track (12 credits) based on the results of a placement test taken at the time of enrollment.

English Standard Track

Field		No. of Required Credits		Total
Common Education Subjects	English Language Subjects	24	at least 40	at least 124
	Language Education and Common Liberal Arts Subjects	16		
Major Education Subjects		at least 62		
General Electives		at least 22		

Important:

- Japanese-basis domestic students must complete at least 20 credits of Common Liberal Arts and Major Education Subjects held in English (own College or other College subjects) excluding language subjects. Subjects held in both English and Japanese (E / J) will not be counted toward this total.

They must also complete and receive credit for "Pre-intermediate English A & B" in order to take "Bridge Program" subjects.

The maximum number of Bridge Program subject credits a student can take is six.

"Bridge Program" courses offer students a way to study a wide variety of Liberal Arts subjects while improving their English ability. These courses were established as a first step for students who have completed English Pre-Intermediate A and B and are ready to begin taking classes held in English. Only Japanese-basis domestic students are eligible to register.

- Japanese-basis domestic and international students must complete "Intermediate English A & B" before they may register for Common Liberal Arts or Major Education Subjects held in English.

English Advanced Track

Field		No. of Required Credits		Total
Common Education Subjects	English Language Subjects	12	at least 40	at least 124
	Language Education and Common Liberal Arts Subjects	28		
Major Education Subjects		at least 62		
General Electives		at least 22		

Important:

- Japanese-basis domestic students must complete at least 20 credits of Common Liberal Arts and Major Education subjects held in English (own College or other College subjects), excluding language subjects. Subjects held in both English and Japanese (E / J) will not be counted towards this total.
- There are no special requirements for English Advanced Track students in order to register for Common Liberal Arts or Major Education Subjects held in English. Advanced Track students cannot, however, register for "Bridge Program" subjects.

English-basis Students

Field		No. of Required Credits		Total
Common Education Subjects	Japanese Language Subjects	16	at least 40	at least 124
	Language Education and Common Liberal Arts Subjects	24		
Major Education Subjects		at least 62		
General Electives		at least 22		

- There are no special requirements for English-basis students in order to register for Common Liberal Arts or Major Education Subjects held in Japanese.

Automatically Registered Subjects

"Business Mathematics" and "Introduction to Management" are subjects which form the basis for study in APM. These subjects are automatically registered by the University for all APM students during their first year.

Subject	Description	Registration Semester	Registration
Introduction to Management	The aim of this subject is to give students a general understanding of contemporary corporations and how they are managed. In particular, students will 1) understand the big picture of management culture, and 2) gain the fundamental business knowledge needed for their other major subjects. This class is the basis of all other studies within APM.	1st Semester	Automatic
Business Mathematics	In Social Science, it is necessary to analyze various organizations and structures of society using the scientific method. The primary objective of this subject is to attain a solid knowledge of the mathematics which are most used in business.	2nd Semester	Automatic

Core Subjects

Students are strongly encouraged to complete the following five "Core Subjects." These form the foundation for later major subject studies, and students should aim to complete them by the end of their 2nd year.

Subject Name	Description
Accounting I	Accounting is often called the "language of business" and it is as important as learning English in today's business world. By taking Accounting I and II, students will gain the fundamental accounting skills and knowledge needed in the real world.
Accounting II	
Finance	This subject aims to give students a solid grounding in financial systems, namely the theories and models of banks' roles as financial brokers, as well as the basics of corporate finance.
Principles of Marketing	Marketing allows for the flow of goods and services by considering customer needs, creating new value for customers, and improving customer satisfaction. This subject aims to give students an overview of this sector along with an understanding of the fundamental theories and strategies of marketing.
Organizational Behavior	This subject seeks to deepen understanding of personnel movement and behavior within organizations. It also examines the efficiency and effectiveness of organizations' management activities from both micro (individual and team-level) and macro (organizational structure, functions, and culture) levels.

2.3.3 AY 2011 Curriculum Language Education Subjects

Language Study

Students are required to take subjects in their non-basis language (Japanese-basis students: English; English-basis students: Japanese). The required number of credits depends on a student's curriculum. Please refer to the section appropriate for your curriculum.

The different language subjects offered at APU vary in degrees of difficulty. Prerequisite knowledge (level at entry) and course objectives (level at exit) are established for every course. The level of the non-basis language course that students start at will be determined by the placement test taken at the time of enrollment.

English Language Subjects

For Japanese-basis students, the appropriate curriculum and starting level of required English language subjects will be based on the results of the placement test taken at the time of enrollment. The curriculum types include the English Standard Track (24 credits) and the English Advanced Track (12 credits). Note that once curriculum types are set, no changes can be made.

"English Language" page



Course Registration

- Required English language subjects are divided into A (4 credit) and B (2 credit) subjects, each graded according to its own evaluation criteria. Only once credits for both subjects have been completed can a student proceed to the next level.
- Until all required English language subjects for the language track are completed, the University will continue to automatically register and assign students to classes. When retaking the same course, a student will not necessarily be registered for the same instructor or class, and this registration may not be changed or cancelled.
- The grade evaluation for each required English language subjects will include the scores from the Benchmark Test held at APU. For more details, refer to the syllabus of the respective subject.
- The grade level restriction will not apply if a student meets the other requirements to enroll in a language education subject (English).

English Standard Track

Subject Name (credits)		Placement Score (TOEFL ITP® Test)	Required / Elective	Registration
Elementary English A (4)	Elementary English B (2)	310–419	Required	Registered by University
Pre-Intermediate English A (4)	Pre-Intermediate English B (2)	420–459	Required	Registered by University
Intermediate English A (4)	Intermediate English B (2)	460–479	Required	Registered by University
Upper-Intermediate English A (4)	Upper-Intermediate English B (2)	480–499	Required	Registered by University
Language for Specific Purposes	English for Business Writing (2)		Elective	Registered by student
	English for Business Presentations (2)			
	English Project 1 (2)			
	English for Discussion and Debate (2)			

- "Language for Specific Purposes" in the Standard Track is a group of subjects offered to students who have completed the required English language subjects and who wish to develop their language ability further.
- Students who wish to proceed to the English Advanced Track courses may do so by completing at least two of the "Language for Specific Purposes" elective subjects in the Standard Track. Study in the Advanced Track begins with Advanced English 1A and 1B.

English Advanced Track

Subject Name (credits)		Placement Score (TOEFL® / ITP)	Required / Elective	Registration
Advanced English 1A (4)	Advanced English 1B (2)	500–524	Required	Registered by University
Advanced English 2A (4)	Advanced English 2B (2)	525–550	Required	Registered by University
Language for Specific Purposes	English for Business 1 (2)		Elective	Registered by student
	English for Business 2 (2)			
	Extensive Reading in English (2)			
	English Project 2 (2)			

"Language for Specific Purposes" in the Advanced Track is a group of subjects offered to students who have completed the English courses required for graduation and who wish to develop their language ability further.

Registration of required English Language Subjects by English-basis students

English-basis students who wish to register for English courses may take required English language subjects at the "Advanced Track" level.

● Registration of "Advanced English 1A・1B"

Only students with a TOEFL ITP® Test score between 500 to 524 may apply. Applications will not be accepted under the following circumstances:

- If a student does not possess a valid TOEFL ITP® Test score.
- If a student's TOEFL ITP® Test score has expired.

Students who wish to register must submit a TOEFL ITP® Test score sheet in the semester preceding the one in which they wish to take the course. Students may register for these courses by themselves during Course Registration Period B only if there are seats available.

*For further details, please visit the Academic Office website.

● Registration of "Advanced English 2A・2B" or Languages for Specific Purposes in Advanced Track

Students may register for these courses by themselves during Course Registration Period B only if there are seats available.

English proficiency tests used in the grade evaluation of required English language subjects

English proficiency test results will make up a portion of a student's grade evaluation for required English language subjects. These tests allow students to evaluate the level and progress of their own English learning. In addition, acquiring comprehensive English skills is an important part of studies for students in this era of globalization.

The kind of proficiency test a student is required to take differs depending on the level of their registered English language subjects. Please refer to the table below for details. Japanese-basis enrollment students enrolled in required English language subjects are required to take the appropriate English proficiency test administered on campus (examination fee paid by the university). The results of these examinations will be reflected in their grade evaluations for the course. If a student fails to take the exam on the designated exam date for personal reasons, the university will consider that the student has given up their right to take it.

Level of Registered English Language Subject	English Proficiency Test which will be used for Grade Evaluation
Elementary English A・B	Benchmark Test
Pre-Intermediate English A・B	
Intermediate English A・B	
Upper-Intermediate English A・B	

*As the results of the Benchmark Tests taken at APU will be automatically reflected in students' grade evaluations, students do not need to submit their score sheets individually.

● Benchmark Test

The Benchmark Test are computer-based tests of English language proficiency that are designed to show learner progress in the language over a period of time. They are integrated-skills tests, including Reading, Writing, Speaking, Listening. As well as giving detailed feedback to students on all of these language skills, the Benchmark Test provide students with a Global Scale of English (GSE) score.

● TOEFL ITP® Test

TOEFL ITP® Test stands for "Test of English as a Foreign Language." This test is designed to comprehensively measure the English levels of non-native English speakers that apply to study at universities and graduate schools in English-speaking countries (primarily North America). Most students wishing to apply to Off-campus Study Programs will be required to submit TOEFL ITP® Test scores during the application process. TOEFL ITP® Tests held on campus are designed for institutional use. Scores from these tests cannot be used in an official manner; however, the question format and grading methods conform to the TOEFL® Test.

〈Mandatory Test for Japanese-basis students〉

● Benchmark Test

It will be conducted in class. Please be sure to take the test on the day designated by your instructor.

Students are also able to take other non-mandatory TOEFL ITP® Test, TOEIC® LISTENING AND READING Test (IP), or IELTS™ conducted on campus. However these tests, are subject to fees and require advance application.

Information regarding Internal Test Schedule will be announced via Campus Terminal so please be sure to check the information.

Notice

Score sheets cannot be reissued under any circumstances. You must submit the original score sheet when making various applications. Please be careful not to lose your score sheet after receiving your score.

Japanese Language Subjects

For English-basis students, the starting level of required Japanese language subjects will be based on the results of the placement test taken at the time of enrollment.

For further details, please visit the Academic Office website.

"Japanese Language" page



Subject Name (credits)	Required / Elective	Registration
Japanese Foundation Course I (4) • II (4) • III (4)	Required	Registered by University
↓Pass or Exempted		
Japanese Intermediate Course (4)	Required	Registered by University
↓Pass or Exempted		
Pre-Advanced Japanese (4)	Elective	Registered by student
↓Pass or Exempted		
Advanced Japanese (4)		
↓Pass or Exempted		
Language for Specific Purposes		
Japanese Project A (2)		
Japanese Project B (2)		
Japanese Project C (2)		
Japanese Project D (2)		
Japanese Project E (2)		
Japanese Project F (2)		
Japanese for Lectures (2)		
Career Japanese I (4)	Elective	Registered by student
↓Pass		
Career Japanese II (2)		
↓Pass		
Career Japanese III (2)		
Japanese Language and Culture I (2)		
↓Pass		
Japanese Language and Culture II (2)		
Japanese Project E (2)		
Japanese Project F (2)		

Language for Specific Purposes

This group of subjects is offered to students who have completed the required Japanese language subjects and wish to develop their language ability further. As each course has its own prerequisites and recommended language level, please refer to the syllabus for details.

Subject Name	Prerequisite Subjects	Recommended Language Level	Target Students
Japanese Project A, B, C, D	Japanese Intermediate	Completed Japanese Intermediate	English-basis students (students whose native language is not Japanese)
Japanese Project E, F	Advanced Japanese	Completed Advanced Japanese, with a score of approx. 240 points on the EJU	International Students, English-basis Domestic Students (students whose native language is not Japanese)
Japanese for Lectures			
Japanese Language and Culture I			
Japanese Language and Culture II	Japanese Language and Culture I		
Career Japanese I (*)	Advanced Japanese		
Career Japanese II (*)	Career Japanese I		
Career Japanese III (*)	Career Japanese II		

*Available from 5th semester

Asia Pacific Languages (AP Languages)

APU offers "Asia Pacific Language" courses in six languages: Chinese, Korean, Malay-Indonesian, Spanish, Thai, and Vietnamese. Different levels of these courses have varying degrees of difficulty, therefore students must complete or be exempted from each course's prerequisite subject in order to register.

"Asia Pacific Language" page



Language	Levels (Credits)
Chinese	I (4), II (4), III (4), IV (4)
Korean	I (4), II (4), III (4), IV (4)
Malay-Indonesian	I (4), II (4), III (4), IV (2)
Spanish	I (4), II (4), III (4), IV (2)
Thai	I (4), II (4), III (4), IV (2)
Vietnamese	I (4), II (4), III (4), IV (2)

● Registration Requirements

- Applicants cannot be native speakers of the course's language.
- Japanese-basis students must complete or be exempted from "Elementary English A and B" in order to register.
- English-basis students must complete or be exempted from "Japanese Foundation I, II, and III" in order to register.
- The grade level restriction will not apply if a students meets the other requirements to enroll in a language education subject (AP Language).

Exemptions for Language Education Subjects

Students may apply for exemption from language education subjects only if they meet certain criteria and pass the interview which will be conducted after the application.

For more infomation on application requirements and schedules, please visit the Academic Office website.



English Subject Exemption Criteria

English Track	Subject Name	Exemption Criteria (TOEFL iBT® Test)
Standard Track	Elementary English A & B	37
	Pre-Intermediate English A & B	48
	Intermediate English A & B	55
	Upper-Intermediate English A & B	61
Advanced Track	Advanced English 1A & 1B	70
	Advanced English 2A & 2B	80

- Only TOEFL iBT® Test scores within the validated period are valid. TOEFL® PBT Test and TOEFL® ITP Test scores are not accepted.

Japanese Subject Exemption Criteria

Subject Name	Exemption Criteria
Japanese Foundation I	JLPT Level 4 (Old) or JLPT N5 (New)
Japanese Foundation II	JLPT Level 4 (Old) or JLPT N5 (New)
Japanese Foundation III	JLPT Level 3 (Old) or JLPT N4 (New)
Japanese Intermediate	EJU, Japanese 200 points or above or JLPT N3 (New) or above
Pre-Advanced Japanese	EJU, Japanese 220 points or above or JLPT N3 (New) or above
Advanced Japanese	EJU, Japanese 240 points or above or JLPT N2 (New) or above

Application Schedule (English and Japanese)

Please visit the Academic Office website for further details.

AP Language Subject Exemption Criteria

Subject Name	Exemption Criteria
Chinese I	Nihon Chugokugo Kenteishiken level 4, Jitsuyo Chugokugo Gino Kenteishiken level 4, New Hanyu Shuiping Kaoshi (HSK) level 1
Chinese II	Nihon Chugokugo Kenteishiken level 4, Jitsuyo Chugokugo Gino Kenteishiken level 4, New Hanyu Shuiping Kaoshi (HSK) level 2
Chinese III	Nihon Chugokugo Kenteishiken level 3, Jitsuyo Chugokugo Gino Kenteishiken level 3, New Hanyu Shuiping Kaoshi (HSK) level 3
Korean I	Kankokugo Noryokushiken level 1, "Hangul" Noryoku Kenteishiken level 5
Korean II	Kankokugo Noryokushiken level 2, "Hangul" Noryoku Kenteishiken level 4
Korean III	Kankokugo Noryokushiken level 3, "Hangul" Noryoku Kenteishiken level 3
Malay / Indonesian I	Equivalent CEFR A1
Malay / Indonesian II	Equivalent CEFR A2
Malay / Indonesian III	Equivalent CEFR B1
Spanish I	Evaluacion Oficial del Conocimiento de la Lengua Espanola level 5
Spanish II	Evaluacion Oficial del Conocimiento de la Lengua Espanola level 4
Spanish III	Evaluacion Oficial del Conocimiento de la Lengua Espanola level 3
Thai I	Equivalent CEFR A1
Thai II	Equivalent CEFR A2
Thai III	Equivalent CEFR B1
Vietnamese I	Equivalent CEFR A1
Vietnamese II	
Vietnamese III	Equivalent CEFR A2

• Please refer to the syllabus of each language and level for details, and confirm the level that you are exempted from.

2.3.4 AY 2011 Curriculum Outline

AY 2011 Curriculum Outline: APS

The courses shown in this list may not be held every semester.

Please check the syllabus or the course timetable for details on which courses will be offered.

		100 (1st Year)					
Common	Language	English Standard Track	Elementary English A Elementary English B	4 2	Pre-Intermediate English A Pre-Intermediate English B	4 2	
		English Advanced Track	Advanced English 1A Advanced English 1B	4 2	Advanced English 2A Advanced English 2B	4 2	
		Japanese	Japanese Foundation Course I Japanese Foundation Course II Japanese Foundation Course III	4 4 4	Japanese Intermediate Course	4	
		AP Language	Chinese I Korean I Spanish I	4 4 4	Malay / Indonesian I Thai I Vietnamese I	4 4 4	
		Active Learning	Intensive Language Learning Overseas	2	Special Lecture (Language)	2	
		Liberal Arts		Introduction to Economics Introduction to Political Science Introduction to Psychology Introduction to Law Introduction to Environmental Studies Introduction to Development Studies Introduction to International Relations Introduction to Intercultural Communication Introduction to Culture and Society Introduction to Area Studies Introduction to Media Introduction to Tourism and Hospitality Introduction to the Internet Constitution of Japan Peace, Humanity and Democracy ★ Studies of Multicultural Comparison ★ Special Lecture (Japanese Studies) ★	2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	Mathematics for Social Sciences ◻ Statistics I Programming I ◆ Programming ★ Computer Literacy Business History ◻ Bioethics Japanese Geography ★ Japanese History Japanese Economy Japanese Culture and Society Geography of the Asia Pacific Languages of the Asia Pacific Religions of the Asia Pacific Culture and Society of the Asia Pacific Business and Economy in the Asia Pacific History of the Asia Pacific Special Lecture (Liberal Arts)	2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2
	APS Major	Environment & Development					
		Hospitality & Tourism					
		International Relations & Peace Studies					
		Culture, Society & Media					
		Seminar・Active Learning					
General Electives			○Any excess credits obtained in Language, Liberal Arts, and APS Major Education Subjects ○APM Major Education Subjects (from 2nd Year) *Students must take additional General Electives Subjects equivalent to the number of exempted Language Education credits.				
Total							

- ★ : New subjects established in the AY 2017 curriculum. AY 2011 curriculum students can also take these subjects when they are offered.
 ◆ : Subjects to be discontinued from AY 2017.
 □ : Subjects to be discontinued in stages from AY 2017 onwards. Please refer to the "List of 2011 Curriculum Subjects" on p.118 to confirm when these subjects will be discontinued.

200 (2nd Year)				300 (3rd Year)				400 (4th Year)	Credits	
Intermediate English A	4	Upper Intermediate English A	4	English Project 1	2	English for Business Presentations	2		24	
Intermediate English B	2	Upper Intermediate English B	2	English for Discussion and Debate	2	English for Business Writing	2			
English for Business 1	2	Extensive Reading in English	2	English Project 2	2				12	
English for Business 2	2									Credits
Pre-Advanced Japanese	4	Japanese Project A	2	Career Japanese I ◆	4	Japanese Language and Culture I ◆	2		16	
Advanced Japanese	4	Japanese Project B	2	Career Japanese ★	2	Language and Culture in Japan ★	2			
		Japanese Project C	2	Career Japanese II ◆	2	Japanese Language and Culture II ◆	2			
		Japanese Project D	2	Business Communication in Japanese A ★	2	Language and Social Topics in Japan ★	2			
				Career Japanese III ◆	2	Japanese Project E	2			
				Business Communication in Japanese B ★	2	Japanese Project F	2			
				Japanese for Lectures	2					Credits
Chinese II・III	4-4	Malay / Indonesian II・III	4-4	Chinese IV	4	Malay / Indonesian IV	2			
Korean II・III	4-4	Thai II・III	4-4	Korean IV	4	Thai IV	2			
Spanish II・III	4-4	Vietnamese II・III	4-4	Spanish IV	2	Vietnamese IV	2			
Introduction to Official Languages of the United Nations I・II ★	2-2	English Proficiency Test Preparation Course I・II・III ★	2-2-2							
TESOL I □	2	Peer Leader Training II A	2	TESOL II □	2	Data Mining II ◆	2			
TJ SOL I ◆	2	Peer Leader Training II B	2	TJ SOL II ◆	2	Database Systems	2			
Japanese Linguistics for Japanese Language Education ★	2	Career Design II	2	Japanese Language Teaching ★	2	Applied Programming ◆	2			
Business Communication ◆	2	Internship	2	Basic English-Japanese Interpretation Skill I □	2	Media Production Lab B ◆	2			
Negotiation Skills ★	2	Volunteer Activities	2	Basic English-Japanese Interpretation Skill II □	2	Media Production Lab C ◆	2			
Statistics II □	2	Japanese Traditional Arts A	2	Business Negotiation ◆	2	Media Production Lab D ◆	2			
Japanese Civil Law □	2	Japanese Traditional Arts B	2	Career Design III	2	Information Science Lab A ◆	2			
Introduction to GIS	2	Japanese Traditional Arts C ◆	2			Information Science Lab B ◆	2			
Health Science	2	Japanese Traditional Arts D ◆	2			Information Science Lab C ◆	2			
Environmental Chemistry	2	Traditional Japanese Arts ★	2			Special Lecture (ICT) ★	2			
Environmental Geoscience □	2									
Data Mining I ◆	2									
Data Mining ★	2									
Programming II ◆	2									
Internet Technology Integration	2									
Media Production Lab A ◆	2									
Media Production Lab ★	2									
Biodiversity	2	Development Economics	2	Environmental Economics	2	Development Policy	2			
Environment and Society	2	Urban Environment and Development	2	Industrial Ecology	2	Environmental Policy	2			
Global Environmental Issues	2	Conflict and Development	2	GIS and Remote Sensing	2	Environmental Modeling and Analysis	2			
Development Sociology and Anthropology	2	International Cooperation	2	NGOs and Development	2	International Economics	2			
Research Methods for Environment and Development	2	Politics of Development	2	Community Development	2	Project Management in Development	2			
				Pollution and Waste Management	2	Ecotourism	2			
				Environmental Communication ★	2	Special Lecture (Environment and Development)	2			
Tourism Policy	2	Organizational Management	2	Tourism Development	2	Resort Management	2			
Tourism Resources Management	2	Accounting for Tourism and Hospitality □	2	Tourism and Hospitality Law	2	Hospitality Management	2			
Sociology of Tourism	2	Human Resource Management	2	Health and Wellness Tourism	2	The Travel Industry	2			
Culture and History of Tourism ★	2	Event and Festival Management ★	2	Risk Management and Service Delivery □	2	The Business Tourism Industry	2			
Research Methods for Tourism and Hospitality	2			Destination Marketing and Branding	2	Ecotourism	2			
				Hospitality Marketing	2	Heritage and Cultural Tourism	2			
				Operations Research	2	Project Management in Development)	2			
				Agri-heritage and Tourism ★	2					
				Tourism and Social Media ★	2	Special Lecture (Hospitality and Tourism)	2			
International Politics and Security □	2	International Peace Studies	2	Identity and Politics	2	International Relations in the Asia Pacific	2			
Comparative Political Economy of the Asia Pacific	2	Global Issues and Policies	2	Strategic Decision-Making	2	International Conflict Resolution	2			
Political Theory	2	Conflict and Development	2	International Organizations	2	International Political Economy	2			
International Cooperation	2	Globalization and Regionalism	2	Geo-Politics and Post-Cold War Conflicts	2	Asia Pacific and Human Rights	2			
Politics of Development	2	Globalization and Law	2	Violence and Terrorism	2	Regional Systems in the Asia Pacific	2			
International Relations Theory ★	2	International Law	2	History of Japanese Foreign Relations ★	2	Special Lecture (International Relations and Peace Studies)	2			
Research Methods for International Relations and Peace Studies	2	History of International Politics	2	Foreign Policy of Japan ★	2					
Social Theory	2	Media and Popular Culture	2	War and Media	2	Global Crime □	2			
Gender Studies	2	Media and the Arts	2	Politics and Media	2	Law, Media and Society	2			
Social Psychology	2	Religion and Belief	2	Literature and Modernity	2	Ethnicity and Nationalism	2			
Cultural Studies	2	Language and Society	2	Technology and New Media	2	Heritage and Cultural Tourism	2			
Transnational Sociology	2	Area Studies I ◆	2	Education and Society	2	NGOs and Development	2			
Sociology of Organizations	2	Area Studies II ◆	2	Language and History □	2	Community Development	2			
Cultural Anthropology	2	Global History and the World System	2	Migration Studies ◆	2	Special Lecture (Culture, Society and Media)	2			
Social Stratification	2	Multiculturalism and Society	2	History of Japanese Foreign Relations ★	2					
Research Methods for Culture, Society and Media	2	Area Studies ★	2							
Introduction to Research Methods	2	Field Study	2	Major Seminar I	2	Applied Training	2	Research Seminar 2		
		Special Lecture (Asia Pacific Studies)	2	Major Seminar II	2	Undergraduate Thesis 4				
									22 Credits or more	
									124 Credits or more	

- ★ : New subjects established in the AY 2017 curriculum. AY 2011 curriculum students can also take these subjects when they are offered.
 ◆ : Subjects to be discontinued from AY 2017.
 ☐ : Subjects to be discontinued in stages from AY 2017 onwards. Please refer to the "List of 2011 Curriculum Subjects" on p.118 to confirm when these subjects will be discontinued.

200 (2nd Year)				300 (3rd Year)				400 (4th Year)	Credits	
Intermediate English A	4	Upper Intermediate English A	4	English Project 1	2	English for Business Presentations	2		24	
Intermediate English B	2	Upper Intermediate English B	2	English for Discussion and Debate	2	English for Business Writing	2		Credits	
English for Business 1	2	Extensive Reading in English	2	English Project 2	2				12	
English for Business 2	2								Credits	
Pre-Advanced Japanese	4	Japanese Project A	2	Career Japanese I ◆	4	Japanese Language and Culture I ◆	2		16	
Advanced Japanese	4	Japanese Project B	2	Career Japanese ★	2	Language and Culture in Japan ★	2		Credits	
		Japanese Project C	2	Career Japanese II ◆	2	Japanese Language and Culture II ◆	2			
		Japanese Project D	2	Business Communication in Japanese A ★	2	Language and Social Topics in Japan ★	2			
				Career Japanese III ◆	2	Japanese Project E	2			
				Business Communication in Japanese B ★	2	Japanese Project F	2			
				Japanese for Lectures	2					
Chinese II・III	4-4	Malay / Indonesian II・III	4-4	Chinese IV	4	Malay / Indonesian IV	2			
Korean II・III	4-4	Thai II・III	4-4	Korean IV	4	Thai IV	2			
Spanish II・III	4-4	Vietnamese II・III	4-4	Spanish IV	2	Vietnamese IV	2			
Introduction to Official Languages of the United Nations I・II・III ★ 2-2-2				English Proficiency Test Preparation Course I・II・III ★ 2-2-2						
TESOL I ☐	2	Peer Leader Training II A	2	TESOL II ☐	2	Data Mining II ◆	2		40 Credits or more	
TJSOL I ◆	2	Peer Leader Training II B	2	TJSOL II ◆	2	Database Systems	2			
Japanese Linguistics for Japanese Language Education ★	2	Career Design II	2	Japanese Language Teaching ★	2	Applied Programming ◆	2			
Business Communication ◆	2	Internship	2	Basic English-Japanese Interpretation Skill I ☐	2	Media Production Lab B ◆	2			
Negotiation Skills ★	2	Volunteer Activities	2	Basic English-Japanese Interpretation Skill II ☐	2	Media Production Lab C ◆	2			
Statistics II ☐	2	Career Design A	2	Business Negotiation ◆	2	Media Production Lab D ◆	2			
Japanese Civil Law ☐	2	Japanese Traditional Arts B	2	Career Design III	2	Information Science Lab A ◆	2			
Introduction to GIS	2	Japanese Traditional Arts C ◆	2			Information Science Lab B ◆	2			
Health Science	2	Japanese Traditional Arts D ◆	2			Information Science Lab C ◆	2			
Environmental Chemistry	2	Traditional Japanese Arts ★	2			Special Lecture (ICT) ★	2			
Environmental Geoscience ☐	2									
Data Mining I ◆	2									
Data Mining ★	2									
Programming II ◆	2									
Internet Technology Integration	2									
Media Production Lab A ◆	2									
Media Production Lab ★	2									
Principles of Marketing Finance	2	Organizational Behavior								
Financial Accounting I	2	Cost Accounting	2	Management Accounting	2	Financial Market and Institutions	2			
Financial Accounting II	2	Corporate Finance	2	Advanced Accounting	2	International Finance	2			
				International Accounting	2	Investment and Securities Analysis	2			
				Auditing	2	Investment Strategy	2			
				Special Lecture in Accounting ★	2	Special Lecture in Finance ★	2			
International Management ☐	2	E-Commerce	2	Marketing Research	2	Promotion and Sales Management	2			
International Logistics	2			Consumer Behavior	2	Supply Chain Management	2			
				International Marketing	2	Service Management	2			
				Marketing Data Analysis ◆	2	Brand Management	2			
				Business Data Analysis ★	2	Special Lecture in Marketing ★	2			
International Management ☐	2	Human Resource Management	2	Global Human Resource Management ☐	2	Service Management	2		62 Credits or more	
International Logistics	2	Entrepreneurship	2	International Comparative Management ☐	2	Family Business Management	2			
				International Transactions	2	Management Information System	2			
				Strategic Management	2	Special Lecture in Strategic Management & Organization ★	2			
Macroeconomics	2	Entrepreneurship	2	Production Management	2	Asian Economy	2			
Microeconomics	2			Development and Production Systems	2	International Economics	2			
				Technology Management	2	International Political Economy	2			
				Operations Research	2	Development Economics	2			
				Special Lecture in Innovation ★	2	Special Lecture in Economics ★	2			
Business Law ☐	2	Special Lecture (Management)	2	Business Ethics	2	Business Case Analysis & Communication ★	2	Global Management (capstone) ★	2	
Corporate Law ☐	2	Social Entrepreneurship ★	2	Legal Strategy in Business	2			Research Seminar	2	
Field Study	2			Major Seminar I	2	Applied Training	2	Undergraduate Thesis	4	
				Major Seminar II	2	Business Internship ★	2			
									22 Credits or more	
									124 Credits or more	

2.3.5 AY 2011 Curriculum Subject List

About the Subject List

The subject list includes information for each course, such as the Subject code, Subject Field, and Area of Study. An explanation of how to read this information follows.

Subject Field

The "Field" column for a subject indicates the field in which a course's credit will be counted. For details of these fields, refer to p.99 for APS or p.102 for APM.

Subject Field		Notation in Subject List
Common Education Subjects	Language Education Subject	Language
	Common Liberal Arts Subject	Liberal Arts
Major Education Subjects	APS Major Education Subject	APS
	APM Major Education Subject	APM
	APS and APM Major Education Subject	APS / APM

Areas of Study

The "Area" column indicates which Areas of Study a course's credit will count toward when completed. For more information on this topic, please see p.98 for APS or p.101 for APM.

College	Areas of Study	Subject List Code
APS	Environment and Development	ED
	Hospitality and Tourism	HT
	International Relations and Peace Studies	IRP
	Culture, Society and Media	CSM
APM	Accounting and Finance	AF
	Marketing	M
	Strategic Management and Organization	SMO
	Innovation and Economics	IE
	All APM Areas of Study	ALL ALL● (automatically registered subject) ALL■ (core subject)

Grade Level

Each course corresponds to a particular level of study, indicated by a grade level code. See p.36 for details.

Grade Level	Description
100 level	Primarily for 1st year students
200 level	Primarily for 2nd year students
300 level	Primarily for 3rd year students
400 level	Primarily for 4th year students

Prerequisites Subjects

The "Prerequisite Subject" column lists subjects which must be completed before the respective course may be registered. Refer to p.36 for more information on prerequisites.

Notes

The following information may appear in the "Notes" column.

Description	Subject List Code
English Standard Track Subject	ST
English Advanced Track Subject	AT
Re-registration Possible	○
Reference Page	P.■

AY 2011 Curriculum Subject List

科目CD Subject CD	分野 Field	学修分野 / Area		科目名 Subject Name	単位 Credits	グレード Grade Level	前提科目 Prerequisite Subjects	AY 2017 Curriculum Reform		備考 Notes
		APS	APM					★ New	☒ Limited offered subjects, ◆ Not offered	
010081	Language			日本語初級Ⅰ Japanese Foundation CourseⅠ	4	100				
010091	Language			日本語初級Ⅱ Japanese Foundation CourseⅡ	4	100				
010092	Language			日本語初級Ⅲ Japanese Foundation CourseⅢ	4	100				
010101	Language			日本語中級 Japanese Intermediate Course	4	100	日本語初級Ⅰ・Ⅱ・Ⅲ Japanese Foundation CourseⅠ・Ⅱ・Ⅲ			
010102	Language			日本語中上級 Pre-Advanced Japanese	4	200	日本語中級 Japanese Intermediate Course			
010103	Language			日本語上級 Advanced Japanese	4	200	日本語中上級 Pre-Advanced Japanese			
010180	Language			中国語Ⅰ ChineseⅠ	4	100				
010190	Language			中国語Ⅱ ChineseⅡ	4	200	中国語Ⅰ ChineseⅠ			
010200	Language			中国語Ⅲ ChineseⅢ	4	200	中国語Ⅱ ChineseⅡ			
010210	Language			中国語Ⅳ ChineseⅣ	4	300	中国語Ⅲ ChineseⅢ			
010220	Language			韓国語Ⅰ KoreanⅠ	4	100				
010230	Language			韓国語Ⅱ KoreanⅡ	4	200	韓国語Ⅰ KoreanⅠ			
010240	Language			韓国語Ⅲ KoreanⅢ	4	200	韓国語Ⅱ KoreanⅡ			
010250	Language			韓国語Ⅳ KoreanⅣ	4	300	韓国語Ⅲ KoreanⅢ			
010260	Language			マレー語・インドネシア語Ⅰ Malay / IndonesianⅠ	4	100				
010270	Language			マレー語・インドネシア語Ⅱ Malay / IndonesianⅡ	4	200	マレー語・インドネシア語Ⅰ Malay / IndonesianⅠ			
010280	Language			マレー語・インドネシア語Ⅲ Malay / IndonesianⅢ	4	200	マレー語・インドネシア語Ⅱ Malay / IndonesianⅡ			
010281	Language			マレー語・インドネシア語Ⅳ Malay / IndonesianⅣ	2	300	マレー語・インドネシア語Ⅲ Malay / IndonesianⅢ			
010290	Language			スペイン語Ⅰ SpanishⅠ	4	100				
010300	Language			スペイン語Ⅱ SpanishⅡ	4	200	スペイン語Ⅰ SpanishⅠ			
010310	Language			スペイン語Ⅲ SpanishⅢ	4	200	スペイン語Ⅱ SpanishⅡ			
010311	Language			スペイン語Ⅳ SpanishⅣ	2	300	スペイン語Ⅲ SpanishⅢ			
010320	Language			タイ語Ⅰ ThaiⅠ	4	100				
010330	Language			タイ語Ⅱ ThaiⅡ	4	200	タイ語Ⅰ ThaiⅠ			
010340	Language			タイ語Ⅲ ThaiⅢ	4	200	タイ語Ⅱ ThaiⅡ			
010341	Language			タイ語Ⅳ ThaiⅣ	2	300	タイ語Ⅲ ThaiⅢ			
010350	Language			ベトナム語Ⅰ VietnameseⅠ	4	100				
010360	Language			ベトナム語Ⅱ VietnameseⅡ	4	200	ベトナム語Ⅰ VietnameseⅠ			
010370	Language			ベトナム語Ⅲ VietnameseⅢ	4	200	ベトナム語Ⅱ VietnameseⅡ			
010371	Language			ベトナム語Ⅳ VietnameseⅣ	2	300	ベトナム語Ⅲ VietnameseⅢ			
011100	Language			英語初級A Elementary English A	4	100				ST
011101	Language			英語初級B Elementary English B	2	100				ST
011102	Language			英語準中級A Pre-Intermediate English A	4	100	英語初級A・B Elementary English A・B			ST
011103	Language			英語準中級B Pre-Intermediate English B	2	100	英語初級A・B Elementary English A・B			ST
011104	Language			英語中級A Intermediate English A	4	200	英語準中級A・B Pre-Intermediate English A・B			ST
011105	Language			英語中級B Intermediate English B	2	200	英語準中級A・B Pre-Intermediate English A・B			ST
011106	Language			英語準上級A Upper Intermediate English A	4	200	英語中級A・B Intermediate English A・B			ST
011107	Language			英語準上級B Upper Intermediate English B	2	200	英語中級A・B Intermediate English A・B			ST
011200	Language			英語上級ⅠA Advanced EnglishⅠA	4	100				AT

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科目CD Subject CD	分野 Field	学修分野 / Area APS APM	科目名 Subject Name	単位 Credits	グレード番号 Grade Level	前提科目 Prerequisite Subjects	AY 2017 Curriculum Reform ★ New, ☒ Limited offered subjects, ◆ Not offered	備考 Notes
011201	Language		英語上級1B Advanced English 1B	2	100			AT
011202	Language		英語上級2A Advanced English 2A	4	100	英語上級1A・B Advanced English 1 A・B		AT
011203	Language		英語上級2B Advanced English 2B	2	100	英語上級1A・B Advanced English 1 A・B		AT
011300	Language		キャリア日本語Ⅰ Career Japanese I	4	300	日本語上級 Advanced Japanese	◆	
011301	Language		キャリア日本語Ⅱ Career Japanese II	2	300	日本語上級 Advanced Japanese	◆	
011302	Language		キャリア日本語Ⅲ Career Japanese III	2	300	日本語上級 Advanced Japanese	◆	
011400	Language		日本語・日本文化Ⅰ Japanese Language and Culture I	2	300	日本語上級 Advanced Japanese	◆	
011401	Language		日本語・日本文化Ⅱ Japanese Language and Culture II	2	300	日本語上級 Advanced Japanese	◆	
011500	Language		講義の日本語 Japanese for Lectures	2	300	日本語上級 Advanced Japanese		
011600	Language		日本語プロジェクトA Japanese Project A	2	200	日本語中級 Japanese Intermediate Course		
011601	Language		日本語プロジェクトB Japanese Project B	2	200	日本語中級 Japanese Intermediate Course		
011602	Language		日本語プロジェクトC Japanese Project C	2	200	日本語中級 Japanese Intermediate Course		
011603	Language		日本語プロジェクトD Japanese Project D	2	200	日本語中級 Japanese Intermediate Course		
011604	Language		日本語プロジェクトE Japanese Project E	2	300	日本語上級 Advanced Japanese		
011605	Language		日本語プロジェクトF Japanese Project F	2	300	日本語上級 Advanced Japanese		
011800	Language		英語ビジネス・ライティング English for Business Writing	2	300	英語準上級A・B Upper Intermediate English A・B		ST
011801	Language		英語ビジネス・プレゼンテーション English for Business Presentations	2	300	英語準上級A・B Upper Intermediate English A・B		ST
011802	Language		英語ディスカッションとディベート English for Discussion and Debate	2	300	英語準上級A・B Upper Intermediate English A・B		ST
011803	Language		英語プロジェクトI English Project I	2	300	英語準上級A・B Upper Intermediate English A・B		ST
011900	Language		ビジネス英語1 English for Business 1	2	200	英語上級2A・B Advanced English 2A・B		AT
011901	Language		ビジネス英語2 English for Business 2	2	200	英語上級2A・B Advanced English 2A・B		AT
011902	Language		英語多読 Extensive Reading in English	2	200	英語上級2A・B Advanced English 2A・B		AT
011903	Language		英語プロジェクト2 English Project 2	2	300	英語上級2A・B Advanced English 2A・B		AT
012010	Language		海外集中言語研修 Intensive Language Learning Overseas	2	100			O
020022	Liberal Arts		政治学入門 Introduction to Political Science	2	100			
020023	Liberal Arts		国際関係論入門 Introduction to International Relations	2	100			
020025	Liberal Arts		法学入門 Introduction to Law	2	100			
020026	Liberal Arts		心理学入門 Introduction to Psychology	2	100			
020031	Liberal Arts		経済学入門 Introduction to Economics	2	100			
020033	Liberal Arts		メディア入門 Introduction to Media	2	100			
020035	Liberal Arts		文化・社会学入門 Introduction to Culture and Society	2	100			
020036	Liberal Arts		開発学入門 Introduction to Development Studies	2	100			
020037	Liberal Arts		地域学入門 Introduction to Area Studies	2	100			
020038	Liberal Arts		GIS入門 Introduction to GIS	2	200			
020039	Liberal Arts		観光学入門 Introduction to Tourism and Hospitality	2	100			
020041	Liberal Arts		インターネット入門 Introduction to the Internet	2	100			
020050	Liberal Arts		ウェルネス Health Science	2	200			
020051	Liberal Arts		生命倫理 Bioethics	2	100			
020052	Liberal Arts		環境と化学 Environmental Chemistry	2	200			
020053	Liberal Arts		地球環境科学 Environmental Geoscience	2	200		☒ By the end of AY 2018	

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Subject List

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020070	Liberal Arts		社会科学のための数学 Mathematics for Social Sciences	2	100		☒ By the end of AY 2017	
020091	Liberal Arts		コンピューターリテラシー Computer Literacy	2	100			
020092	Liberal Arts		インターネット技術統合 Internet Technology Integration	2	200			
020093	Liberal Arts		プログラミングⅠ Programming I	2	100		◆	
020094	Liberal Arts		プログラミングⅡ Programming II	2	200		◆	
020095	Liberal Arts		データマイニングⅠ Data Mining I	2	200		◆	
020096	Liberal Arts		データマイニングⅡ Data Mining II	2	300		◆	
020097	Liberal Arts		データベースシステム Database Systems	2	300			
020098	Liberal Arts		応用プログラミング Applied Programming	2	300		◆	
020111	Liberal Arts		情報科学ラボA Information Science Lab A	2	300		◆	
020112	Liberal Arts		情報科学ラボB Information Science Lab B	2	300		◆	
020113	Liberal Arts		情報科学ラボC Information Science Lab C	2	300		◆	
020114	Liberal Arts		メディア制作ラボA Media Production Lab A	2	200		◆	
020115	Liberal Arts		メディア制作ラボB Media Production Lab B	2	300		◆	
020116	Liberal Arts		メディア制作ラボC Media Production Lab C	2	300		◆	
020117	Liberal Arts		メディア制作ラボD Media Production Lab D	2	300		◆	
020121	Liberal Arts		新入生ワークショップⅠ 1st Year Student Workshop I	2	100		◆	1st year only
020122	Liberal Arts		新入生ワークショップⅡ 1st Year Student Workshop II	2	100		◆	1st year only
020123	Liberal Arts		APU入門 Introduction to APU	2	100		◆	1st year only
020241	Liberal Arts		日本の経済 Japanese Economy	2	100			
020242	Liberal Arts		日本の文化と社会 Japanese Culture and Society	2	100			
020243	Liberal Arts		日本の民法 Japanese Civil Law	2	200		☒ By the end of AY 2018	
020244	Liberal Arts		経営史 Business History	2	100		☒ By the end of AY 2017	
020255	Liberal Arts		特殊講義(共通教養科目) Special Lecture (Liberal Arts Subject)	2	100			○
021005	Liberal Arts		異文化間コミュニケーション入門 Introduction to Intercultural Communication	2	100			
021008	Liberal Arts		日本の歴史 Japanese History	2	100			
021011	Liberal Arts		環境学入門 Introduction to Environmental Studies	2	100			
021012	Liberal Arts		アジア太平洋の地理 Geography of the Asia Pacific	2	100			
021013	Liberal Arts		アジア太平洋の言語 Languages of the Asia Pacific	2	100			
021014	Liberal Arts		アジア太平洋の宗教 Religions of the Asia Pacific	2	100			
021015	Liberal Arts		アジア太平洋の文化と社会 Culture and Society of the Asia Pacific	2	100			
021016	Liberal Arts		アジア太平洋のビジネス・経済事情 Business and Economy in the Asia Pacific	2	100			
021017	Liberal Arts		アジア太平洋の歴史 History of the Asia Pacific	2	100			
021043	Liberal Arts		日本国憲法 Constitution of Japan	2	100			
021047	Liberal Arts		統計学Ⅰ Statistics I	2	100			
021048	Liberal Arts		統計学Ⅱ Statistics II	2	200		☒ By the end of AY 2018	
021050	Language		特殊講義(言語教育科目) Special Lecture (Language Education Subject)	2	100			○
021100	Liberal Arts		TESOLⅠ TESOL I	2	200		☒ By the end of AY 2017	
021101	Liberal Arts		TESOLⅡ TESOL II	2	300		☒ By the end of AY 2017	
021102	Liberal Arts		日本語教授法Ⅰ TJ SOL I	2	200	日本語上級 Advanced Japanese	◆	

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021103	Liberal Arts		日本語教授法Ⅱ TJSOLⅡ	2	300	日本語上級 Advanced Japanese	◆	
021104	Liberal Arts		日英通訳の基礎Ⅰ Basic English-Japanese Interpretation SkillⅠ	2	300		☒ By the end of AY 2019	
021105	Liberal Arts		日英通訳の基礎Ⅱ Basic English-Japanese Interpretation SkillⅡ	2	300		☒ By the end of AY 2019	
021106	Liberal Arts		ビジネス・コミュニケーション Business Communication	2	200		◆	
021107	Liberal Arts		ビジネス・ネゴシエーション Business Negotiation	2	300		◆	
021130	Liberal Arts		キャリア・デザインⅠ Career DesignⅠ	2	100			
021131	Liberal Arts		キャリア・デザインⅡ Career DesignⅡ	2	200			
021132	Liberal Arts		キャリア・デザインⅢ Career DesignⅢ	2	300			
021152	Liberal Arts		日本の伝統芸術C Japanese Traditional Arts C	2	200		◆	
021153	Liberal Arts		日本の伝統芸術D Japanese Traditional Arts D	2	200		◆	
021154	Liberal Arts		日本の伝統芸術A Japanese Traditional Arts A	2	200			
021155	Liberal Arts		日本の伝統芸術B Japanese Traditional Arts B	2	200			
021170	Liberal Arts		ブリッジプログラムA Bridge Program A	2	100	英語準中級A・B Pre-Intermediate English A・B		
021171	Liberal Arts		ブリッジプログラムB Bridge Program B	2	100	英語準中級A・B Pre-Intermediate English A・B		
021172	Liberal Arts		ブリッジプログラムC Bridge Program C	2	100	英語準中級A・B Pre-Intermediate English A・B		
021173	Liberal Arts		ブリッジプログラムD Bridge Program D	2	100	英語準中級A・B Pre-Intermediate English A・B		
021174	Liberal Arts		ブリッジプログラムE Bridge Program E	2	100	英語準中級A・B Pre-Intermediate English A・B		
021175	Liberal Arts		ブリッジプログラムF Bridge Program F	2	100	英語準中級A・B Pre-Intermediate English A・B		
021190	Liberal Arts		ピアリーダートレーニングⅠ Peer Leader TrainingⅠ	2	100			
021191	Liberal Arts		ピアリーダートレーニングⅡA Peer Leader TrainingⅡA	2	200			
021192	Liberal Arts		ピアリーダートレーニングⅡB Peer Leader TrainingⅡB	2	200			
021193	Liberal Arts		ファーストプログラム FIRST Program	2	100			
021194	Liberal Arts		ボランティア研究 Volunteer Activities	2	200			○
021195	Liberal Arts		インターンシップ Internship	2	200			○
030001	APS	CSM	調査研究法(文化・社会・メディア) Research Methods for Culture, Society and Media	2	200			APS only
030002	APS	IRP	調査研究法(国際関係) Research Methods for International Relations and Peace Studies	2	200			APS only
030003	APS	ED	調査研究法(環境・開発) Research Methods for Environment and Development	2	200			APS only
030004	APS	HT	調査研究法(観光学) Research Methods for Tourism and Hospitality	2	200			APS only
030011	APS	CSM	社会理論 Social Theory	2	200			
030013	APS	CSM	文化人類学 Cultural Anthropology	2	200			
030021	APS	CSM	宗教と信仰 Religion and Belief	2	200			
030022	APS	CSM	ジェンダー研究 Gender Studies	2	200			
030024	APS	CSM	グローバル・ヒストリー Global History and the World System	2	200			
030025	APS	CSM	カルチュラルスタディーズ Cultural Studies	2	200			
030026	APS	CSM	地域研究Ⅰ Area StudiesⅠ	2	200		◆	
030027	APS	CSM	地域研究Ⅱ Area StudiesⅡ	2	200		◆	
030028	APS	CSM	メディアと芸術 Media and the Arts	2	200			
030029	APS	CSM	メディアと文化 Media and Popular Culture	2	200			
030031	APS	CSM	文学と近代化 Literature and Modernity	2	300			
030032	APS	CSM	言語と社会 Language and Society	2	200			

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030033	APS	CSM	言語と歴史 Language and History	2	300		☒ By the end of AY 2019	
030034	APS	CSM	組織社会学 Sociology of Organizations	2	200			
030035	APS	CSM	社会階層論 Social Stratification	2	200			
030036	APS	CSM	戦争とメディア War and Media	2	300			
030037	APS	CSM	政治とメディア Politics and Media	2	300			
030038	APS	CSM	テクノロジーとニューメディア Technology and New Media	2	300			
030039	APS	CSM	法とメディアと社会 Law, Media and Society	2	300			
030041	APS	CSM	グローバル化と犯罪 Global Crime	2	300		☒ By the end of AY 2019	
030100	APS	CSM	国際社会学 Transnational Sociology	2	200			
030102	APS	IRP	国際法 International Law	2	200			
030103	APS	IRP	平和学 International Peace Studies	2	200			
030104	APS	IRP	国際機構論 International Organizations	2	300			
030110	APS	CSM	多文化社会論 Multiculturalism and Society	2	200			
030121	APS	CSM	マイグレーション研究 Migration Studies	2	300		◆	
030141	APS	CSM	エスニシティと国民国家 Ethnicity and Nationalism	2	300			
030150	APS	IRP	グローバリゼーションと規範 Globalization and Law	2	200			
030181	APS	IRP	政治理論 Political Theory	2	200			
030182	APS	IRP.ED	開発政治論 Politics of Development	2	200			
030184	APS	IRP.ED	紛争と開発 Conflict and Development	2	200			
030185	APS	IRP	国際政治とセキュリティ International Politics and Security	2	200		☒ By the end of AY 2018	
030186	APS	IRP	アジア太平洋の比較政治経済 Comparative Political Economy of the Asia Pacific	2	200			
030187	APS	IRP	アジア太平洋における国際関係 International Relations in the Asia Pacific	2	300			
030188	APS	IRP	アジア太平洋地域システム論 Regional Systems in the Asia Pacific	2	300			
030189	APS	IRP	アジア太平洋と人権 Asia Pacific and Human Rights	2	300			
030191	APS	IRP	グローバル化と地域主義 Globalization and Regionalism	2	200			
030192	APS	IRP	国際問題と政策 Global Issues and Policies	2	200			
030193	APS	IRP	国際紛争解決 International Conflict Resolution	2	300			
030194	APS	IRP	戦略分析と意思決定 Strategic Decision-Making	2	300			
030195	APS	IRP	アイデンティティと政治 Identity and Politics	2	300			
030196	APS	IRP	冷戦後紛争と地政学 Geo-Politics and Post-Cold War Conflicts	2	300			
030197	APS	IRP	暴力とテロリズム Violence and Terrorism	2	300			
030261	APS	ED	開発社会学・人類学 Development Sociology and Anthropology	2	200			
030262	APS	ED	生物多様性 Biodiversity	2	200			
030263	APS	ED	地球環境問題 Global Environmental Issues	2	200			
030265	APS	ED	都市の環境と開発 Urban Environment and Development	2	200			
030266	APS	ED	環境と社会 Environment and Society	2	200			
030267	APS	ED	環境経済学 Environmental Economics	2	300			
030268	APS	ED	産業生態学 Industrial Ecology	2	300			
030269	APS	ED, HT	開発のプロジェクト・マネジメント Project Management in Development	2	300			
030271	APS	ED, CSM	NGOと開発 NGOs and Development	2	300			

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030272	APS	ED		公害・廃棄物処理 Pollution and Waste Management	2	300					
030273	APS	ED		GISとリモートセンシング GIS and Remote Sensing	2	300					
030274	APS	ED		環境モデリング Environmental Modeling and Analysis	2	300					
030275	APS	ED		開発政策 Development Policy	2	300					
030276	APS	ED, CSM		コミュニティ開発論 Community Development	2	300					
030300	APS	ED		環境政策 Environmental Policy	2	300					
030333	APS	HT		観光学のための会計学 Accounting for Tourism and Hospitality	2	200		☒	By the end of AY 2018		
030334	APS	HT		観光資源評価・管理 Tourism Resources Management	2	200					
030335	APS	HT		組織マネジメント Organizational Management	2	200					
030336	APS	HT, CSM		遺産・文化観光 Heritage and Cultural Tourism	2	300					
030339	APS	HT		旅行産業論 The Travel Industry	2	300					
030340	APS	HT		ホスピタリティ・マネジメント Hospitality Management	2	300					
030341	APS	HT		観光と法 Tourism and Hospitality Law	2	300					
030342	APS	HT		観光開発 Tourism Development	2	300					
030343	APS	HT		ヘルス&ウェルネスツーリズム Health and Wellness Tourism	2	300					
030344	APS	HT		リスク・マネジメントとサービス・デリバリー Risk Management and Service Delivery	2	300		☒	By the end of AY 2019		
030345	APS	HT		デスティネーション・マーケティング&ブランディング Destination Marketing and Branding	2	300					
030346	APS	HT		ホスピタリティ・マーケティング Hospitality Marketing	2	300					
030347	APS	HT		リゾートマネジメント Resort Management	2	300					
030350	APS	HT		観光社会学 Sociology of Tourism	2	200					
030360	APS	HT		観光政策 Tourism Policy	2	200					
030400	APS	HT,ED		エコ・ツーリズム論 Ecotourism	2	300					
030401	APS	HT		ビジネス・ツーリズム論 The Business Tourism Industry	2	300					
030511	APS			調査・研究入門 Introduction to Research Methods	2	200					APS only
030515	APS	CSM		特殊講義(文化・社会・メディア) Special Lecture (Culture, Society and Media)	2	300					○
030516	APS	IRP		特殊講義(国際関係) Special Lecture (International Relations and Peace Studies)	2	300					○
030517	APS	ED		特殊講義(環境・開発) Special Lecture (Environment and Development)	2	300					○
030518	APS	HT		特殊講義(観光学) Special Lecture (Hospitality and Tourism)	2	300					○
030540	APS			卒業研究 Research Seminar	2	400					
030541	APS			卒業論文 Undergraduate Thesis	4	400	卒業研究 Research Seminar				
030545	APS			プロジェクト研究 Applied Training	2	300					○
030550	APS			特殊講義(専門教育科目) Special Lecture (Asia Pacific Studies)	2	200					○
030553	APS			特殊講義(専門教育科目) Special Lecture (Asia Pacific Studies)	2	300		☒	By the end of AY 2019		○
030564	APM			基礎数学 Fundamental Mathematics	2	100					
030565	APM		ALL●	ビジネス数学 Business Mathematics	2	100					
030566	APM		ALL●	経営学入門 Introduction to Management	2	100					
030571	APM		ALL■	会計学Ⅰ Accounting I	2	100					
030572	APM		ALL■	会計学Ⅱ Accounting II	2	100					
030595	APM		SMO	経営情報システム Management Information System	2	300					
030597	APM			ビジネス法 Business Law	2	200		☒	By the end of AY 2018		

■ AY 2011 Curriculum
Subject List

科目CD Subject CD	分野 Field	学修分野 / Area		科目名 Subject Name	単位 Credits	グレード番号 Grade Level	前提科目 Prerequisite Subjects	AY 2017 Curriculum Reform ★:New, ☒:Limited offered subjects, ◆:Not offered	備考 Notes
030600	APM		ALL ■	金融論 Finance	2	200			
030602	APM		AF	コーポレート・ファイナンス Corporate Finance	2	200			
030605	APM		ALL ■	マーケティング入門 Principles of Marketing	2	200			
030606	APM		ALL ■	組織行動論 Organizational Behavior	2	200			
030611	APM		AF	原価会計 Cost Accounting	2	200			
030630	APM		IE	生産管理論 Production Management	2	300			
030673	APM		IE	ミクロ経済学 Microeconomics	2	200			
030674	APM		IE	マクロ経済学 Macroeconomics	2	200			
030675	APM		IE	アジア経済論 Asian Economy	2	300			
030676	APM		IE	開発・生産システム論 Development and Production Systems	2	300			
030701	APM		AF	財務会計論Ⅰ Financial Accounting I	2	200			
030702	APM		AF	財務会計論Ⅱ Financial Accounting II	2	200			
030710	APM		AF	管理会計論 Management Accounting	2	300			
030714	APM		AF	上級会計 Advanced Accounting	2	300			
030715	APM		AF	監査 Auditing	2	300			
030716	APM		AF	金融市場と金融制度 Financial Market and Institutions	2	300			
030717	APM		AF	投資・証券分析 Investment and Securities Analysis	2	300			
030718	APM		AF	投資戦略 Investment Strategy	2	300			
030721	APM		IE	技術経営 Technology Management	2	300			
030740	APS APM	HT	IE	オペレーションズ・リサーチ Operations Research	2	300			
030750	APM		M	マーケティング・リサーチ Marketing Research	2	300			
030760	APM		M	消費者行動論 Consumer Behavior	2	300			
030800	APM		M,SMO	国際経営論 International Management	2	200		☒ By the end of AY 2018	
030820	APM		AF	国際金融論 International Finance	2	300			
030861	APM		AF	国際会計 International Accounting	2	300			
030870	APM		M	国際マーケティング論 International Marketing	2	300			
030892	APM		SMO	国際取引 International Transactions	2	300			
031070	APM		ALL	卒業研究 Research Seminar	2	400			
031071	APM		ALL	卒業論文 Undergraduate Thesis	4	400	卒業研究 Research Seminar		
031073	APM			プロジェクト研究 Applied Training	2	300			○
031080	APM			特殊講義(専門教育科目) Special Lecture (Management)	2	200			○
031084	APM			特殊講義(専門教育科目) Special Lecture (Management)	2	300		☒ By the end of AY 2019	○
032005	APS	CSM		社会心理学 Social Psychology	2	200			
032006	APS	CSM		教育と社会 Education and Society	2	300			
032015	APS	IRP		国際政治史 History of International Politics	2	200			
032019	APS	IRP,ED		国際協力論 International Cooperation	2	200			
032040	APS			フィールド・スタディ Field Study	2	200			○
032060	APS			専門演習Ⅰ Major Seminar I	2	300			
032070	APS			専門演習Ⅱ Major Seminar II	2	300			
032080	APS APM	ED	IE	開発経済学 Development Economics	2	S200 M300			

APS

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APM

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科目CD Subject CD	分野 Field	学修分野 / Area APS APM	科目名 Subject Name	単位 Credits	グレード番号 Grade Level	前提科目 Prerequisite Subjects	AY 2017 Curriculum Reform ★ New, ◻ Limited offered subjects, ◆ Not offered	備考 Notes
032081	APS APM	ED IE	国際経済学 International Economics	2	300			
032082	APS APM	IRP IE	国際政治経済学 International Political Economy	2	300			
032083	APS APM	HT SMO	人的資源管理論 Human Resource Management	2	200			
033011	APM		ビジネス法務戦略 Legal Strategy in Business	2	300			
033013	APM		国際比較経営 International Comparative Management	2	300		◻ By the end of AY 2019	
033018	APM		サプライ・チェーン・マネジメント Supply Chain Management	2	300			
033019	APM		アントレプレナーシップ Entrepreneurship	2	200			
033022	APM		ブランドマネジメント Brand Management	2	300			
033023	APM		販売・プロモーションマネジメント Promotion and Sales Management	2	300			
033024	APM		マーケティングデータ分析 Marketing Data Analysis	2	300		◆	
033025	APM		Eコマース E-Commerce	2	200			
033026	APM		国際物流論 International Logistics	2	200			
033027	APM		サービスマネジメント Service Management	2	300			
033028	APM		国際人的資源管理論 Global Human Resource Management	2	300		◻ By the end of AY 2019	
033029	APM		ファミリービジネス Family Business Management	2	300			
033030	APM		経営戦略論 Strategic Management	2	300			
033032	APM		会社法 Corporate Law	2	200		◻ By the end of AY 2018	
033033	APM		ビジネスエシックス Business Ethics	2	300			
033040	APM		フィールド・スタディ Field Study	2	200			○
033060	APM		専門演習Ⅰ Major Seminar I	2	300			
033070	APM		専門演習Ⅱ Major Seminar II	2	300			
017001	Language		キャリア日本語 Career Japanese	2	300	日本語上級 Advanced Japanese	★ Students who completed 'Career Japanese I (011300)' cannot take this course.	
017002	Language		日本語ビジネスコミュニケーションA Business Communication in Japanese A	2	300	日本語上級 Advanced Japanese	★ Students who completed 'Career Japanese II (011301)' cannot take this course.	
017003	Language		日本語ビジネスコミュニケーションB Business Communication in Japanese B	2	300	日本語上級 Advanced Japanese	★ Students who completed 'Career Japanese III (011302)' cannot take this course.	
017004	Language		日本語・日本文化 Language and Culture in Japan	2	300	日本語上級 Advanced Japanese	★ Students who completed 'Japanese Language and Culture I (011400)' cannot take this course.	
017005	Language		日本語・日本社会 Language and Social Topics in Japan	2	300	日本語上級 Advanced Japanese	★ Students who completed 'Japanese Language and Culture II (011401)' cannot take this course.	
017013	Language		英語検定試験対策講座Ⅰ English Proficiency Test Preparation Course I	2	200		★	
017014	Language		英語検定試験対策講座Ⅱ English Proficiency Test Preparation Course II	2	200		★	
017015	Language		英語検定試験対策講座Ⅲ English Proficiency Test Preparation Course III	2	200		★	
017019	Liberal Arts		日本語教育のための日本語学 Japanese Linguistics for Japanese Language Education	2	200	日本語上級(日本語基準学生は前提科目なし) Advanced Japanese	★ Students who completed 'TJSOL I (021102)' cannot take this course.	
017021	Language		国連公用語概論Ⅰ Introduction to Official Languages of the United Nations I	2	200		★	
017022	Language		国連公用語概論Ⅱ Introduction to Official Languages of the United Nations II	2	200		★	
017023	Language		国連公用語概論Ⅲ Introduction to Official Languages of the United Nations III	2	200		★	
017024	Liberal Arts		日本語教授法 Japanese Language Teaching	2	300	日本語上級(日本語基準学生は前提科目なし) Advanced Japanese	★ Students who completed 'TJSOL II (021103)' cannot take this course.	
017026	Language		特殊講義(言語教育科目) Special Lecture (Language Education Subject)	2	100			
027004	Liberal Arts		平和・ヒューマニティ・民主主義 Peace, Humanity and Democracy	2	100		★	
027005	Liberal Arts		多文化比較論 Studies of Multicultural Comparison	2	100		★	
027006	Liberal Arts		海外学習デザイン Overseas Learning Design	2	100		★	
027007	Liberal Arts		日本の地理 Japanese Geography	2	100		★	
027008	Liberal Arts		特殊講義(日本学) Special Lecture (Japanese Studies)	2	100		★	○

■ AY 2011 Curriculum
Subject List

科目CD Subject CD	分野 Field	学修分野 / Area APS APM		科目名 Subject Name	単位 Credits	グレード番号 Grade Level	前提科目 Prerequisite Subjects	AY 2017 Curriculum Reform ★:New, ☒:Limited offered subjects, ◆:Not offered		備考 Notes
027009	Liberal Arts			ロジカルシンキングとフレームワーク Logical Thinking and Framework	2	100		★		
027011	Liberal Arts			ピアリーダートレーニング入門 Introduction to Peer Leader Training	2	100		★	Students who completed 'Introduction to APU (020123)' cannot take this course.	
027020	Liberal Arts			ネゴシエーションスキル Negotiation Skills	2	200		★		
027021	Liberal Arts			プログラミング Programming	2	100		★		
027026	Liberal Arts			メディア制作ラボ Media Production Lab	2	200		★		○
027027	Liberal Arts			データマイニング Data Mining	2	200		★		
027028	Liberal Arts			特殊講義 (ICT) Special Lecture (ICT)	2	300		★		○
027031	Liberal Arts			日本の伝統芸術 Traditional Japanese Arts	2	200		★		
027037	Liberal Arts			異文化フィールドワークII Intercultural Fieldwork II	2	100		★		
037101	APS	CSM	IRP	日本の対外関係史 History of Japanese Foreign Relations	2	300		★		
037102	APS		IRP	国際関係理論 International Relations Theory	2	200		★		
037103	APS		IRP	日本の外交政策 Foreign Policy of Japan	2	300		★		
037104	APS		ED	環境コミュニケーション Environmental Communication	2	300		★		
037105	APS		HT	観光文化論と観光史 Culture and History of Tourism	2	200		★		
037106	APS		HT	観光とソーシャルメディア Tourism and Social Media	2	300		★		
037107	APS		HT	農業遺産とツーリズム Agri-heritage and Tourism	2	300		★		
037112	APS		HT	イベントマネジメント Event and Festival Management	2	200		★		
037148	APS		CSM	地域研究 Area Studies	2	200		★		○
037201	APM			ソーシャルアントレプレナーシップ Social Entrepreneurship	2	200		★		
037202	APM		AF	会計 特殊講義 Special Lecture in Accounting	2	300		★		○
037203	APM		AF	ファイナンス 特殊講義 Special Lecture in Finance	2	300		★		○
037204	APM		M	マーケティング 特殊講義 Special Lecture in Marketing	2	300		★		○
037205	APM		SMO	経営戦略と組織 特殊講義 Special Lecture in Strategic Management & Organization	2	300		★		○
037206	APM		IE	イノベーション 特殊講義 Special Lecture in Innovation	2	300		★		○
037207	APM		IE	経済学 特殊講義 Special Lecture in Economics	2	300		★		○
037208	APM			ビジネスケース分析・コミュニケーション Business Case Analysis & Communication	2	300		★		○
037209	APM			ビジネスインターンシップ Business Internship	2	300		★		○
037210	APM			グローバルマネジメント (Capstone) Global Management (Capstone)	2	400		★		
037211	APM		M	ビジネスデータ分析 Business Data Analysis	2	300		★	Students who completed 'Marketing Data Analysis (033024)' cannot take this course.	

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More details about subjects on the subject list can be found on p.116

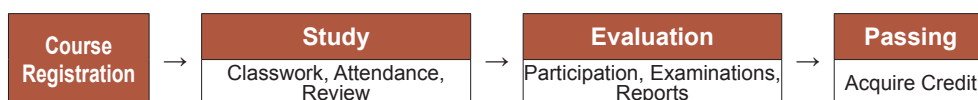
3. Course Registration

3.1 Registering for Courses

3.1.1 From Registration to Credit Completion

Course registration is the process of each student registering for classes they would like to take, as well as a declaration of intent. Course registration is the most important part of course planning, and absolutely necessary in order to attend classes, receive credits, and graduate.

Course registration occurs each semester. Please check the Undergraduate Academic Handbook and syllabus (see p.137), refer to the course timetable and course registration section on the Academic Office website to create a study plan, then register for courses via Campusmate during the appropriate course registration period. If you are not fully prepared when the time to register comes, it can lead to either incomplete or incorrect registration of classes, costing you valuable time and effort. Please use extra caution when registering for classes to ensure you are able to progress in your study plan.



Credit Registration Limits

There is a fixed maximum number of credits for which students may register each semester. Please note that this number differs depending on the student's curriculum. There are no minimum credit requirements per semester. However, there are minimum requirements when applying for certain scholarships and various programs. As the number of credits registered may impact visa status for international students, it is imperative that students register carefully. For more information, please consult with the Student Office.

Maximum Number of Credits

〈AY 2017 Curriculum and AY 2011 Curriculum〉

Semester	Regular Students	Accelerated Graduation Program Students
1st Semester	18 Credits	-
2nd Semester	18 Credits	-
3rd Semester	20 Credits	24 Credits
4th Semester	20 Credits	24 Credits
5th Semester	20 Credits	24 Credits
6th Semester	20 Credits	24 Credits
7th Semester	24 Credits	24 Credits
8th Semester and over	24 Credits	24 Credits

Students who, due to a leave of absence or withdrawal from the University, are moved from the AY 2006 curriculum to the AY 2011 curriculum will be bound by the credit registration limits specified by the AY 2006 curriculum as below.

<For Students who Experienced a Curriculum Change from the AY 2006 Curriculum to the AY 2011 Curriculum upon being Readmitted or Reinstated to APU>

Semester	Regular Students	Accelerated Graduation Program Students
1st Semester	18 Credits	-
2nd Semester	18 Credits	-
3rd Semester	20 Credits	24 Credits
4th Semester	20 Credits	24 Credits
5th Semester	20 Credits	30 Credits
6th Semester	20 Credits	30 Credits
7th Semester	30 Credits	30 Credits
8th Semester and over	30 Credits	30 Credits

3.1.2 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 future classes may be added or dropped. Please review the course syllabus and consider carefully before registering for courses.

<Registration Steps>

1. Check the registration schedule.
2. View syllabus and find subjects.
3. Confirm credit fields and any prerequisite subjects using the subject list for your curriculum and college.
4. Check the course timetable.
5. Register for courses online during the designated registration period via Campusmate.
6. After completing registration, print or save the "Registration Confirmation Screen."
7. Attend classes.
8. If desired, make any course registration changes during the appropriate correction period.

Period	Available Subjects	Notes	Registration Changes Possible			
			Semester Courses	1Q Courses	2Q Courses	Session Courses
Registration Period A	Language, Common Liberal Arts, Major Subjects (from own college)	Registration times will vary according to student GPA.	Add Drop	Add Drop	Add Drop	Add Drop
Registration Period B	All subjects (Including Major Subjects from the other college)	Major Subjects from the other college become available (from 2nd year onward)	Add Drop	Add Drop	Add Drop	Add Drop
Semester and 1st Quarter Classes Begin						
Correction Period 1	All subjects	Last chance to register for 2nd Quarter classes	Drop	Drop	Add Drop	Add Drop
2nd Quarter Classes Begin						
Correction Period 2	All subjects	Last chance to register for session classes	-	-	Drop	Add Drop
Session Classes Begin						

Notes:

- Course Registration Period A is only available to current APU students. Newly enrolled, re-enrolled, and reinstated students will begin from Course Registration Period B.
- Classes requiring advance registration and designated classes will appear automatically on the course registration screen before Course Registration Periods.

<AY 2021 Spring Semester Course Registration Schedule>

The schedule is subject to change due to typhoons, transportation problems, or other unforeseeable circumstances.

Period	Student Group		Registration Begins		Registration Ends	
			Date	Time	Date	Time
Registration Period A Cumulative GPA or Semester GPA 1st Priority: 3.00 or higher 2nd Priority: 2.50 or higher	APS	1st Priority	Tue, March 23	9:30	Wed, March 24	12:00
		2nd Priority		12:30		
		Regular		15:30		
	APM	1st Priority	Thu, March 25	9:30	Fri, March 26	12:00
		2nd Priority		12:30		
		Regular		15:30		
Registration Period B	All Students	New or Reinstated	Wed, April 7	10:00	Thu, April 8	12:00
		Current Students		15:00		
Correction Period 1	All Students		Mon, April 19	10:00	Tue, April 20	10:00
Correction Period 2	All Students		Mon, June 14	10:00	Tue, June 15	10:00

<AY 2021 Fall Semester Course Registration Schedule>

The course registration schedule for AY 2021 Fall Semester will be released in July. Please see the Academic Office Website for details.



3.1.3 Important Notes for Course Registration

All Students

- Students cannot register over the credit limit per semester.
- Students cannot register for subjects held during the same period on the same day, unless the subjects are held during different quarters.
- Students are not able to register for subjects that have reached capacity.
- Students cannot normally register for subjects that they have already passed, even if the instructor, class letter, or language is different. However, students may register for subjects that can be taken more than once or when they are approved for re-registration (see p.136).
- Students are not able to register for subjects that do not appear on their course registration screen.
- Students must complete the necessary procedures in order to register for subjects requiring prior application.
- Courses may be cancelled in cases where the number of students registered for the subject does not satisfy the established minimum quota.
- The following categories of students are not allowed to register for Session Subjects.

Curriculum	Conditions
AY 2017 Curriculum	Students in their 8th semester or above *2 who have already earned at least 100 credits *3
AY 2011 Curriculum *1	Students in their 8th semester or above *2 who have already earned at least 100 credits *3

*1 Students who changed from the AY 2006 Curriculum to the AY 2011 Curriculum as a result of a status change or reenrollment will fall under the AY 2006 conditions.

*2 Accelerated Graduation Program students will fall under the same conditions as those in their intended semester of graduation.

*3 Credits earned through exchange programs or distance learning programs are transferred as APU credits. As a result, even if a student reaches the required number of credits in the middle of the semester, the student will no longer be considered eligible to register for session subjects. If it is possible that this will happen to you, we strongly recommend you register for classes other than session subjects. If an ineligible student registers for a session subject, the university will remove that subject from the student's schedule.

AY 2017 Curriculum Students

- Japanese-basis students must complete "Intermediate English A & B" before they may register for Common Liberal Arts or Major Education Subjects held in English. Japanese-basis domestic students must also complete "Pre-Intermediate English A & B" in order to take "APS or APM Bridge Program" subjects. Students may take "APS or APM Bridge Program" subjects after completing "Pre-Intermediate English" and before completing "Upper-Intermediate A & B." After completing the subject, students will not be able to re-register the subject. They can only register for the "Bridge Program" subjects offered in their own college.
- Courses which may be taken more than once
The following subjects may be taken multiple times. (Only applicable when course contents are different from the previous time.) Thus, students are not required to apply for course re-registration for these subjects.

Subject Name	Notes
とくしゅこうぎ げんごきょういとかもく 特殊講義(言語教育科目) / Special Lecture (Language Education Subject)	Please check the syllabus in order to determine whether the current course contents are same as the contents for which students previously earned credit. Additional subjects with registration conditions may be specified on the Academic Office website. For details, please refer to the "Course Registration" section on the Academic Office website.
とくしゅこうぎ きょうつうきょういとかもく 特殊講義(共通教養科目) / Special Lecture (Liberal Arts Subject)	
とくしゅこうぎ せんもんきょういとかもく 特殊講義(専門教育科目) / Special Lecture (APS), Special Lecture (Management)	
とくしゅこうぎ 特殊講義(ICT) / Special Lecture (ICT)	
とくしゅこうぎ 特殊講義(日本学) / Special Lecture (Japanese Studies)	
かんきょうかいほつ とくしゅこうぎ 環境・開発 特殊講義 / Special Lecture in Environment and Development	
かんこうがく とくしゅこうぎ 観光学 特殊講義 / Special Lecture in Tourism and Hospitality	
こくさいかんけい とくしゅこうぎ 国際関係 特殊講義 / Special Lecture in International Relations and Peace Studies	
ぶんかしゃかい とくしゅこうぎ 文化・社会・メディア 特殊講義 / Special Lecture in Culture, Society and Media	
かいけい とくしゅこうぎ 会計 特殊講義 / Special Lecture in Accounting	
ファイナンス とくしゅこうぎ ファイナンス 特殊講義 / Special Lecture in Finance	
マーケティング とくしゅこうぎ マーケティング 特殊講義 / Special Lecture in Marketing	
けいざいせんりやく せいさく とくしゅこうぎ 経営戦略と組織 特殊講義 / Special Lecture in Strategic Management & Organization	
イノベーション とくしゅこうぎ イノベーション 特殊講義 / Special Lecture in Innovation	
けいざいがく とくしゅこうぎ 経済学 特殊講義 / Special Lecture in Economics	
ちいきけんきゅう 地域研究 / Area Studies	
メディアせいさく メディア制作ラボ / Media Production Lab	
びじねすけいせき ビジネスケース分析・コミュニケーション / Business Case Analysis & Communication	
びじねすインターンシップ / Business Internship	
APSフィールド・スタディ / APS Field Study	
APMフィールド・スタディ / APM Field Study	
かんきょうかいほつ フィールド・スタディ / Field Study for Environment and Development	
かんこうがく フィールド・スタディ / Field Study for Tourism and Hospitality	
こくさいかんけい フィールド・スタディ / Field Study for International Relations and Peace Studies	
ぶんかしゃかい フィールド・スタディ / Field Study for Culture, Society and Media	
インターンシップ / Internship	
ボランティアけんきゅう / Volunteer Activities	
プロジェクトけんきゅう / Field Research Project	
かいがいしゅうごうげんごけんしゅう 海外集中言語研修 / Intensive Language Learning Overseas	
	Certain registration and credit limit restrictions may apply. Refer to: "Off-campus Study Programs," p.170

(AY 2017 Curriculum Students) Course registration conditions for APS students

Please refer to the relevant pages for more information about Language Education Subjects and Seminar Subjects. Be aware that there are other subjects with course registration conditions other than those listed below. Please make sure that you check the course syllabus and Campus Terminal in advance.

College	APS		
Graduation Requirements Code	APS17JST	APS17JAT	APS17E
Other College Major Education Subjects	Available from 3rd semester (cannot register during course registration period A)		
Subjects held in Non-basis Language	Completed or exempted from "Intermediate English A and B"	No prerequisite conditions	
"APS Bridge Program" (only for Japanese-basis Domestic Students)	Completed or exempted from "Pre-Intermediate English A and B"	Cannot register	
"APM Bridge Program" (only for Japanese-basis Domestic Students)	Cannot register		
Subjects which may be taken more than once	See p.131		
Session Subjects	Cannot register during a student's semester of scheduled graduation		
AP Language Subjects	Completed or exempted from "Elementary English A and B"	No prerequisite conditions	Completed or exempted from "Japanese Foundation Course I , II , III "
"Introduction to APS"	Automatically registered in their 1st semester (only Japanese-basis students enrolled in Fall Semester will be registered in their 2nd Semester)		
"Introduction to Development Studies"	Available from 1st semester		
"Introduction to Environmental Studies"			
"Introduction to Tourism and Hospitality"			
"Introduction to International Relations"			
"Introduction to Culture and Society"			
"Introduction to Media Studies"	Available only for 3rd and 4th semester students		
"Introduction to Research Methods"			
"Preliminary Seminar for Culture, Society and Media"			
"Preliminary Seminar for International Relations and Peace Studies"			
"Preliminary Seminar for Environment and Development"			
"Preliminary Seminar for Tourism and Hospitality"	During course registration period A, available only for 3rd and 4th semester students (5th or above semester students may register from course registration period B)		
"Introduction to Economics"	Available from 2nd semester (cannot register during course registration period A)		
"Statistics"			
"Introduction to Management"	Available from 3rd semester (cannot register during course registration period A)		
"Accounting I"			
"Introduction to Marketing"			
"Finance"			
"Management of Human Resources and Organizational Behavior"			
"Production Management"			
"Legal Strategy in Business"			
"Business Ethics"	Available from 5th semester (cannot register during course registration period A)		
"Global Management (Capstone)"	Cannot register		
"Fundamental Mathematics"	Available from 3rd semester (cannot register during course registration period A)		
"Advanced Mathematics"			

(AY 2017 Curriculum Students) Course registration conditions for APM students

Please refer to the relevant pages for more information about Language Education Subjects and Seminar Subjects. Be aware that there are other subjects with course registration conditions than those listed below. Please make sure that you check the course syllabus and Campus Terminal in advance.

College	APM		
Graduation Requirements Code	APM17JST	APM17JAT	APM17E
"Other College Major Education Subjects"	Available from 3rd semester (cannot register during course registration period A)		
Subjects held in Non-basis Language	Completed or exempted from "Intermediate English A and B"	No prerequisite condition	
"APS Bridge Program" (only for Japanese-basis Domestic Students)	Cannot register		
"APM Bridge Program" (only for Japanese-basis Domestic Students)	Completed or exempted from "Pre-Intermediate English A and B"	Cannot register	
Subjects which may be taken more than once	See p.131		
Session Subjects	Cannot register during a student's semester of scheduled graduation		
AP Language Subjects	Completed or exempted from "Elementary English A and B"	No prerequisite condition	Completed or exempted from "Japanese Foundation Course I , II , III"
"Introduction to APS"	Cannot register		
"Introduction to Development Studies"	Available from 2nd semester (cannot register during course registration period A)		
"Introduction to Environmental Studies"			
"Introduction to Tourism and Hospitality"			
"Introduction to International Relations"			
"Introduction to Culture and Society"			
"Introduction to Media Studies"			
"Introduction to Research Methods"	Cannot register		
"Preliminary Seminar for Culture, Society and Media"			
"Preliminary Seminar for International Relations and Peace Studies"			
"Preliminary Seminar for Environment and Development"			
"Preliminary Seminar for Tourism and Hospitality"			
"Introduction to Economics"	Automatically registered in the 2nd semester (automatically registered until the subject is completed; may register in the 1st semester)		
"Statistics"	Available from 1st semester		
"Introduction to Management"	Automatically registered in the 1st semester (automatically registered until the subject is completed)		
"Accounting I"	Automatically registered in the 2nd semester (automatically registered until the subject is completed ; may register in the 1st semester)		
"Introduction to Marketing"			
"Finance"	Automatically registered in the 3rd semester (automatically registered until the subject is completed)		
"Management of Human Resources and Organizational Behavior"			
"Production Management"			
"Legal Strategy in Business"			
"Business Ethics"	Automatically registered in the 5th semester (automatically registered until the subject is completed)		
"Global Management (Capstone)"	Automatically registered in the 7th semester; can be cancelled by the student (automatically registered until the subject is completed)		
"Fundamental Mathematics"	Available from 1st semester		
"Advanced Mathematics"	Available from 3rd semester		

AY 2011 Curriculum Students

- Japanese-basis students must complete "Intermediate English A & B" before they may register for Common Liberal Arts or Major Education Subjects held in English. They must also complete "Pre-Intermediate English A & B" in order to take "Bridge Program" subjects. The maximum number of Bridge Program subject credits a student can take is six.
- Courses which may be taken more than once.
The following subjects may be taken multiple times. (Only applicable when course contents are different from the previous time.) Thus, students are not required to apply for course re-registration for these subjects.

Subject Name	Notes
Special Lecture (Language Education Subject)	Please check the syllabus in order to determine whether the current course contents are same as the contents for which students previously earned credit. Additional subjects with registration conditions may be specified on the Academic Office website.
Special Lecture (Liberal Arts Subject)	
Special Lecture (Asia Pacific Studies)	
Special Lecture (Management)	
Special Lecture (Each Area of Study)	
Special Lecture (ICT)	
Special Lecture (Japanese Studies)	
Area Studies	
Media Production Lab	
Business Case Analysis & Communication	
Business Internship	Certain registration and credit limit restrictions may apply. Refer to: "Off-campus Study Programs," p.170.
Internship	
Field Study	
Volunteer Activities	
Applied Training	
Intensive Language Learning Overseas	

Important Notes for the Course Registration System

Students are able to register online via the "Campusmate" system, accessible through Campus Terminal. For instructions and precautions, please see the Academic Office website.

Accessing Campusmate

The screenshot shows the APU Campus Terminal website. The header includes the APU logo and navigation links: HOME, School Affairs Posting, and Syllabus. The main content area is titled 'Information' and lists various news items. On the right side, there is a 'Menu' section with links to Messages, Office365, Mailing List, Change Password, and Bookmark. Below the menu, there is a 'Link' section with links to Implementing Online Classes via Zoom, APU Official Site, and Campusmate Web (APU). The 'Campusmate Web (APU)' link is highlighted with a red box.

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.
- 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.
- 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.
- 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.
- Please do not share your password with anyone else. The University recommends regularly changing your password.
- Using another person's APU Net ID and password to access Campus Terminal, Campusmate, or other services is an extremely serious criminal act. Never use another person's account ID and password.
- There are many reported cases resulting in serious problems because of students swapping subjects during the course registration period. You must not give away or trade subjects with other students. The University does not take responsibility for any problems caused by such behavior. Furthermore, students who trade subjects for money or other compensation will be subject to disciplinary action.
- 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.
- When you register or cancel subjects online, please be sure to click the Apply button to register your changes. 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.
- Every morning between the hours of 3:00 and 5:00(Japan Standard Time) Campusmate will be offline for maintenance.

Course Registration Confirmation Sheet (Registration No.)

campusmate Login User

Course Registration Confirmation

2020 Academic Year
Fall Semester

College of Asia Pacific Studies Department of Asia Pacific Studies

Semester Student				Eighth Semester Student		
Lesson Duration	Day	Period	Course	Language	Instructor	Credits
FA1	Monday	1	030262JA	BiodiversityJA	J	2
FA1	Monday	2	030262JA	BiodiversityJA	J	2
FA1	Monday	3	030263JA	Global Environmental IssuesJA	J	2
FA1	Monday	4	030265EA	Environment and SocietyEA	E	2
FA1	Monday	5	030267EA	Environmental EconomicsEA	E	2
FA1	Monday	6	030268EA	Industrial EcologyEA	E	2
FA1	Tuesday	1	030269EA	Project Management in DevelopmentEA	E	2
FA1	Tuesday	2	030270EA	GIS and Remote SensingEA	E	2
FA1	Tuesday	3	030274EA	Environmental Modeling and AnalysisEA	E	2
FA1	Tuesday	4	030274EA	Environmental CommunicationsEA	E	2
FA1	Tuesday	5	030275EA	Environmental CommunicationsEA	E	2
FA1	Thursday	3	030263JA	Global Environmental IssuesJA	J	2
FA1	Thursday	4	030265EA	Environment and SocietyEA	E	2
FA1	Thursday	5	030267EA	Environmental EconomicsEA	E	2
FA1	Thursday	6	030268EA	Industrial EcologyEA	E	2
FA1	Friday	1	030269EA	Project Management in DevelopmentEA	E	2
FA1	Friday	2	030270EA	GIS and Remote SensingEA	E	2
FA1	Friday	3	030274EA	Environmental Modeling and AnalysisEA	E	2
FA2	Monday	3	030400EA	EcotourismEA	E	2
FA2	Monday	4	030211EA	Community Based TourismEA	E	2
FA2	Monday	5	030211EA	Tourism EconomicsEA	E	2
FA2	Thursday	3	030400EA	EcotourismEA	E	2
FA2	Thursday	4	030211EA	Community Based TourismEA	E	2
FA2	Thursday	5	030211EA	Tourism EconomicsEA	E	2
Total Registered Credits						24

Click "Print" to print a copy of this screen for your records.

3.1.4 Course Re-registration System

For most subjects, once a course has been completed and credits are received, it cannot be registered for again. The re-registration system was developed for students who wish to deepen their understanding of a completed course by allowing the registration of the same subject in cases where the instructor, course content, or language of instruction has changed. For details, please refer to the "Courses Requiring Prior Application" page on the Academic Office website.

3.1.5 Registration Advising

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

Office Contact

Please visit the Academic Office during office hours. As a rule, registration assistance is not provided via email or phone, as we cannot confirm a student's identity. Due to possible delays in a reply to email inquiries, in the 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

Documents to Bring

- Student ID Card
- Course Registration page from Campusmate (latest version) – paper or data accepted

Preparation

- Please consider the topics you wish to talk about before coming to the Academic Office.
- Please review the Undergraduate Academic Handbook for relevant information and rules. Details such as the credit field of subjects may be viewed in the Handbook.
- Please confirm your own credit completion or registration status using Campusmate. Instructions on how to do this are available on the Academic Office website.

Future Plans and Goals

After fully understanding the content discussed, students are responsible for making their own decisions in carrying out registration.

3.2 Syllabus and APU Library

3.2.1 Viewing the Syllabus Online

The syllabus is an important tool for providing students with information on subjects, including the following items:

- Subject / Class Name; Semester offered (Fall / Spring); Subject Code
- Instructor
- Class outline (course objectives, standards for course completion, teaching methods, method of grade evaluation)
- Requirements for students
- Required readings and further readings

3.2.2 Introduction to the APU Library

The APU Library is not only a place to read and check out books and materials, it also provides spaces for individual and group study, as well as presentations. Technology-assisted study is also possible with IT facilities such as the Multimedia Room and wireless Internet.

As the Library is used by a large number of people every day, its rules of use are strictly enforced. Please be considerate of other library users and follow the facility rules to ensure that everyone is able to benefit in their studies.

Library Facilities

- The first floor includes the "Group Study Rooms" and "Presentation Room," which are useful to students working in study groups or on group projects.
- Study booths are located on the second floor for those who want a quiet place to concentrate and study.
- Wireless LAN access areas are located throughout the Library, and computers are available in the Multimedia Room.
- Also found within the Library are the "Advising Booth," used for student advising, the "Writing Center," which provides support for reading- and writing-related studying, and the "Analytics and Math Center" (AMC) aimed at helping students improve their math and statistics skills.

3.2.3 Finding Textbooks and Reading Materials at the Library

Reading materials used for classes and individual study may be viewed or borrowed at the APU Library. The reading materials listed within the syllabus are linked to the RUNNERS Library System, allowing online checks of book availability, placing of reservations, and ordering of materials from the Ritsumeikan University Library. Additionally, some reference materials may be viewed as E-books.

Searching for and Acquiring Materials

Methods for searching for and accessing materials listed in the syllabus are given below. See pp.140-141 figures A, B, and C for instructions.

(i)

Textbook Notes																	
Textbook (Students will need to purchase these textbooks when registering for this course.)	<table> <tr> <td>Title*</td><td>Japan in a Dynamic Asia : coping with the new security challenges</td><td>ISBN 13 digits*</td><td>9780739110218</td></tr> <tr> <td>1. Author*</td><td>edited by Yoichiro Sato and Sato [i.e. Satu] Limaye</td><td>Publisher</td><td>Lexington Books</td><td>Published year</td><td>Edition/series* volume</td></tr> <tr> <td>Comments</td><td></td><td></td><td></td><td></td><td></td></tr> </table>	Title*	Japan in a Dynamic Asia : coping with the new security challenges	ISBN 13 digits*	9780739110218	1. Author*	edited by Yoichiro Sato and Sato [i.e. Satu] Limaye	Publisher	Lexington Books	Published year	Edition/series* volume	Comments					
Title*	Japan in a Dynamic Asia : coping with the new security challenges	ISBN 13 digits*	9780739110218														
1. Author*	edited by Yoichiro Sato and Sato [i.e. Satu] Limaye	Publisher	Lexington Books	Published year	Edition/series* volume												
Comments																	

(ii)

Further Reading Notes																																	
Further Reading (Books) (Available at APU Library)	<table> <tr> <td>Title*</td><td>Japanese-Russian Relations, 1907-2007 (Routledge Contemporary Japan)</td><td>ISBN 13 digits*</td><td>0415674476</td></tr> <tr> <td>1. Author*</td><td>Joseph Ferguson</td><td>Publisher</td><td>Routledge</td><td>Published year</td><td>Edition/series* volume</td></tr> <tr> <td>Comments</td><td></td><td></td><td></td><td></td><td></td></tr> <tr> <td>2. Title*</td><td>Russian Policy towards China and Japan: The Eltsin and Putin Periods (BASEES/Routledge Series on Russian and East European Studies)</td><td>ISBN 13 digits*</td><td>0415674883</td></tr> <tr> <td>Author*</td><td>Natasha Kuhrt</td><td>Publisher</td><td>Routledge</td><td>Published year</td><td>Edition/series* volume</td></tr> <tr> <td>Comments</td><td>E-Book (shown below in the "E-Book & Course-related links" column)</td><td></td><td></td><td></td><td></td></tr> </table>	Title*	Japanese-Russian Relations, 1907-2007 (Routledge Contemporary Japan)	ISBN 13 digits*	0415674476	1. Author*	Joseph Ferguson	Publisher	Routledge	Published year	Edition/series* volume	Comments						2. Title*	Russian Policy towards China and Japan: The Eltsin and Putin Periods (BASEES/Routledge Series on Russian and East European Studies)	ISBN 13 digits*	0415674883	Author*	Natasha Kuhrt	Publisher	Routledge	Published year	Edition/series* volume	Comments	E-Book (shown below in the "E-Book & Course-related links" column)				
Title*	Japanese-Russian Relations, 1907-2007 (Routledge Contemporary Japan)	ISBN 13 digits*	0415674476																														
1. Author*	Joseph Ferguson	Publisher	Routledge	Published year	Edition/series* volume																												
Comments																																	
2. Title*	Russian Policy towards China and Japan: The Eltsin and Putin Periods (BASEES/Routledge Series on Russian and East European Studies)	ISBN 13 digits*	0415674883																														
Author*	Natasha Kuhrt	Publisher	Routledge	Published year	Edition/series* volume																												
Comments	E-Book (shown below in the "E-Book & Course-related links" column)																																

(iii)

Further Reading (Journal articles, white papers, year books, audiovisual materials, etc.)				
Misc. Notes	Make sure to regularly check the Blackboard page and your e-mails.			
Office Phone No.				
E-mail Address				
E-Book & Course-related links	<table> <tr> <td>1.</td><td>Russian Policy towards China and Japan: The Eltsin and Putin Periods (BASEES/Routledge Series on Russian and East European Studies)</td><td>Further Reading</td></tr> </table>	1.	Russian Policy towards China and Japan: The Eltsin and Putin Periods (BASEES/Routledge Series on Russian and East European Studies)	Further Reading
1.	Russian Policy towards China and Japan: The Eltsin and Putin Periods (BASEES/Routledge Series on Russian and East European Studies)	Further Reading		

(iv)

- (i) **Textbooks** (books that students taking a class are required to purchase) / (ii) **Further Reading (Books, audiovisual materials) (Available at the Reserved Corner in the APU Library)** : The titles of textbooks and reference materials available in the Library Reserve Corner are displayed in the syllabus under the "Textbook" and "Further Reading" sections. Names which are linked may be clicked to display the material's catalogued location and bibliographic information. Please refer to the "Reserve Corner" on the Library website for further information (you may access it using the "Library" link found under "Links" on

Campus Terminal). Information can be found in (iv) E-Book (shown below in the "E-Book & Course-related links" column) for books listed as an "E-Book" in the "Comments" field.

(iii) **Further Reading (Journal articles, white papers, year books, etc.)**

Other materials introduced by instructors are displayed here. These materials are not necessarily available in the library. Please inquire at the Reference Counter for information concerning their availability.

(iv) **E-Book & Course-related links**

In regards to (ii), URLs of materials listed as an "E-Book" in the comments field or URLs introduced by instructors are listed in this column. E-Books are not paper books, but rather digital books that may be viewed on a computer or other electronic device. You can open the URL in the browser and view them by clicking the title.

Searching for materials listed in the Syllabus

Textbook Notes							
Textbook (Students will need to purchase these textbooks when registering for this course.)	Title*	Japan in a Dynamic Asia : coping with the new security challenges			ISBN 13 digits*	9780739110218	
	1. Author*	edited by Yoichiro Sato and Sato [i.e. Satu] Limaye		Publisher	Lexington Books	Published year	
	Comments						
	Click linked material names						
Further Reading Notes							
Further Reading (Books) (Available at APU Library)	Title*	Japanese-Russian Relations, 1907-2007 (Routledge Contemporary Japan)			ISBN 13 digits*	0415674476	
	1. Author*	Joseph Ferguson	Publisher	Routledge	Published year		
	Comments						
	2. Title*	Russian Policy towards China and Japan: The Eltsin and Putin Periods (BASEES/Routledge Series on Russian and East European Studies)			ISBN 13 digits*	0415674883	
Author*	Natasha Kuhrt	Publisher	Routledge	Published year			
Comments	E-Book (shown below in the "E-Book & Course-related links" column)						
Further Reading (Journal articles, white papers, year books, audiovisual materials, etc.)							
Misc. Notes	Make sure to regularly check the Blackboard page and your e-mails.						
Office Phone No.							
E-mail Address							
E-Book & Course-related links	1.	Russian Policy towards China and Japan: The Eltsin and Putin Periods (BASEES/Routledge Series on Russian and East European Studies)			Further Reading		

Please note that the screen may appear differently than shown here.

C - Viewing materials at the APU Library

The screenshot displays the APU Library website interface. On the left, there are navigation links such as 'Enter library loan / photocopy request', 'Buy', 'Purchase request', and 'Output this information'. The main content area shows details for a book titled 'Supply chain management' by 中野 邦久 (Nakano, Kunihisa). Below the book details, there is a table titled 'Hide book details' with columns: Volume, Location, Call No., Bookid, Status, ISBN, Comments, Reserve Request, and eODs/Virtual Shelf. The table lists four locations: Media Library 2F Reading Room, APU Library Reserve (highlighted with a blue box), APU Library Reserve, and OBC Library 3F Japanese Books. An arrow points from the 'APU Library Reserve' entry in the table to the text below.

Volume	Location	Call No.	Bookid	Status	ISBN	Comments	Reserve Request	eODs/Virtual Shelf
	Media Library 2F Reading Room	336/N 39/12100834526			4502182214		Reserve request	Virtual shelf
	APU Library Reserve	336/N 39/2200087618	BOOK-00000000000000000000	Use restricted	9784902182211		Reserve request	Virtual shelf
	APU Library Reserve	336/N 39/22000977431			9784902182211		Reserve request	Virtual shelf
	OBC Library 3F Japanese Books	336/N 39/12100370029			9784902182211		Reserve request	Virtual shelf

Materials located in "APU Library Reserve" can be found at the Reserved Corner. These may only be viewed inside the Library.

4. Examinations and Grading

4.1 Examinations

4.1.1 Final Examinations

Timetable

The following is the standard timetable for final examinations. However, the examination schedule is subject to change. Please check the bulletin board and specific information from instructors.

<1st and 2nd Quarter>

Period	Examination Time	Warning Bell	Examination Begins	Examination Ends
1	8:45-10:25	8:45	9:05	10:25
2	10:35-12:15	10:35	10:55	12:15
3	12:30-14:10	12:30	12:50	14:10
4	14:20-16:00	14:20	14:40	16:00
5	16:10-17:50	16:10	16:30	17:50
6	18:00-19:40	18:00	18:20	19:40

<Session>

Period	Examination Time	Warning Bell	Examination Begins	Examination Ends
1	8:45-10:25	8:45	9:05	10:25
2	10:35-12:15	10:35	10:55	12:15
3	13:05-14:45	13:05	13:25	14:45
4	14:55-16:35	14:55	15:15	16:35
5	16:45-18:25	16:45	17:05	18:25

Notes on Final Examinations

- Students who do not bring their Student ID card will not be authorized to take an examination. Students who forget their ID card must promptly go to the Academic Office and go through the procedure for the issue of a "Permission to Take Examinations" slip. Those who do not realize that they have forgotten their ID card until after the examination has begun are allowed to take the examination only on the condition that they do not leave the examination room during the examination period. They must then go to the Academic Office with a proctor after the examination ends.
- Students must bring all supplies necessary for the examination (such as pens and pencils). These items will not be provided by the University.
- All information regarding the examination schedule and examination locations will be posted on the bulletin boards and the Academic Office website.
- Final report topics will be posted on the Academic Office website only.
- The day, period, and classroom of final examinations may differ from that of the normal class. Please be sure to confirm the correct information on the bulletin boards and the Academic Office website.
- Students are not allowed to take an examination for subjects and classes (JA / JB / EA / EB, etc.) for which they have not registered. Please double check your course registration in advance.
- Students who do not arrive within 20 minutes of the beginning of an examination will lose the right to take that examination, and will not be permitted to enter the examination room.

Suspension of Public Transportation Services

The following measures will be taken in the case of suspension of public transportation services due to reasons such as typhoon or snow. The circumstances for "suspension of public transportation services" are the same as those outlined on p.23.

Time of Decision	Time of Announcement	Response
6:30 a.m.	approx. 6:45 a.m.	Period 1 and 2 will be cancelled. The cancelled examinations will be held on the back-up examination day.
10:30 a.m.	approx. 10:45 a.m.	Examinations from period 3 onward will be cancelled. The cancelled examinations will be held on the back-up examination day.
After 10:30 a.m.	As decided	Decisions regarding make-ups will be made as appropriate.

- Announcements will be made on Campus Terminal. Be sure to check Campus Terminal yourself.
- Information about newly scheduled examination dates, make-up report topics, submission methods, and deadlines will be announced on Campus Terminal after the notice of cancellation.
- Even if there is no "suspension of public transportation services," important decisions may be made regarding examinations depending on the traffic conditions. In this case, announcements will also be made on Campus Terminal.
- Please do not plan trips or make plans to return home on the back-up examination day (as shown on the Academic Calendar). You will not be permitted to take a make-up examination if you miss a final examination for personal reasons.

Academic Misconduct

Examinations at APU are conducted in order to assess students' level of achievement in their studies, and as such must be conducted fairly and impartially. Cheating during an examination amounts to an abandonment of one's own right to learning and will result in a student's disqualification from study at APU. As a university providing scholarships and other forms of support from both internal and external sources, APU cannot permit activities such as cheating. From this standpoint, APU strictly enforces the rules for examinations.

● Cheating

The following acts are regarded as cheating and will be strictly punished:

- Using or being used as a stand-in (having someone else take an exam for you or taking an exam for someone else)
- Possessing cheat sheets (including leaving them on the lower shelf of the desk)
- Exchanging answer sheets
- Sharing answers
- Writing on the desk
- Fraud (false statements) on the answer sheet or the attendance sheet

- Sitting for an examination outside of the designated examination location
- Taking answer sheets out of the examination room
- Talking or whispering during the examination, as well as looking at other people's answers
- Using any materials not permitted for the examination
- Lending or borrowing of allowed materials, other items, etc.
- Failing to follow the proctor's instructions
- Opening any websites or applications other than those permitted for use during the exam (if a test is being held in a PC classroom)
- Accessing the examination system (manaba, etc.) from outside the examination room during the examination period
- Accessing the examination system (manaba, etc.) using someone else's ID / password
- Obstructing the examination in any other way
- Please note that even in the case of open-book examinations, the use of Internet-enabled devices such as mobile phones and notebook computers is not permitted.

● Consequences of Cheating

Students found to be cheating may be punished in several ways, including the following:

- Receive an F grade for the course
- Punishment pursuant to the Ritsumeikan Asia Pacific University Regulations on Punitive Measures for Students

Additional Notes

- For closed-book examinations, any texts or materials other than those specifically permitted will be regarded as "cheat sheets."
- The only items permitted on your desk during the examination are a watch, pens, pencils, erasers, and your student ID card. All personal items that you do not need for the examination, such as coats, pen cases, bags, etc. must be placed under the seat (not ON the seat). Smart phones, cell phones, smart watches, and other internet-capable devices may NOT be used as watches.
- The examination will be considered invalid if you take it at a different time than the scheduled examination time.
- You must bring a pen to the test and write your name in ink.

In addition, you must follow the instructions of the examination proctor(s) in regards to seating, submitting question and answer sheets, etc. If you fail to follow the proctor's instructions, this may be considered academic misconduct, and treated as a form of cheating. The University will not be responsible for the consequences of failing to follow instructions during the examination.

4.1.2 Make-up Examinations

When it is not possible to take an examination due to natural disaster or unavoidable personal reasons such as hospitalization, sudden illness, or a job interview, an "Application for Make-up Examination" (available at the Academic Office) may be submitted after the examination has finished. The form must be submitted within one week, including the day of the examination (i.e., If your examination was conducted on Thursday, you have until the following Wednesday

to submit the application). Students are required to submit the original official certificate.
Copies are not accepted.

There is no limit to the number of subjects for which a student may apply to take make-up examinations. To apply for a make-up examination a student needs to submit a certification worth 1,000 JPY per subject as a make-up examination fee. Depending on the subject, the make-up examination may be in the form of a written test or a report. If a student cannot come to the Academic Office, a proxy may submit the application. However applications made by phone, email, or FAX, will not be accepted.

Reason for Not Taking Examination	Necessary Document or Requirement
Illness of the student	Medical expense receipt and one from the following documents; medical certificate (Shindansho), "Certificate Proving Hospital Visit"* or "Certificate of Recovery from Infectious Disease."* (Medical certificate which includes the day you went to the hospital or the period of hospitalization or treatment-only effective if the date of issue is included on the exam day)
Bereavement (death of a relative to the 2nd degree, i.e., spouse, parent, child, sibling, grandparent or grandchild)	Funeral attendance letter or official death certificate showing the date of death (applicable for 7 days, including public holidays, from the date of death of parent, spouse, or child, or 5 days, including public holidays, from the date of death of grandparent or brother / sister).
Disaster	Certificate for disaster victim
Job interview	Official document to certify job interview (available at the Career Office)
Graduate school entrance examination	Examination admission slip
Transportation delay	Delay certificate from transportation company
Absence connected to Japan's lay judge system	Advance permission from the Dean of Academic Affairs
Unavoidable reasons such as participation in extracurricular activities	

- You will not be permitted to take a make-up examination for reasons that are not included in the above chart.
- These rules only apply to examinations held in the final examination period.
- There is no official make-up examination system for mid-term examinations. Please seek advice from the individual instructor in these cases.
- There is no official make-up examination system for language subject examinations. Please seek advice from the individual instructor even if the examination is held in the final examination period.
- Students participating in APU's English Teaching Certificate Program who cannot take both the original exam and make-up exam due to the teaching practicum, etc., should consult with the Academic Office in advance.

*These forms can be downloaded from the "Make-up Examinations" page on the Academic Office website.

Make-up Examination Schedule

Make-up examinations are only available for examinations held in the final examination period. Make-up examinations will be held on the schedule specified for each quarter/semester. The schedule will be announced on Campus Terminal and the Academic Office website. Please note that if you are unable to take the test at the scheduled time, in principle, there will be no additional opportunities to take a make-up examination.

4.1.3 Final Reports

Points to Remember when Writing Final Reports

Students should follow the citation methods outlined in the "Study Skills and Academic Writing" textbook or in this handbook in the section dealing with guidelines on undergraduate thesis format when quoting from another person's work or from the Internet, etc. Students who do not follow these APU guidelines may be accused of plagiarism.

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. 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.

4.1.4 APU Plagiarism Policy

What is Plagiarism?

Plagiarism is the copying of a copyrighted work without acknowledgement, and is against academic rules and ethics. Plagiarism is also illegal and offenders may be fined or imprisoned.

At APU, plagiarism, improper citations, and fabrication of data are considered forms of academic misconduct or cheating. Such cases will be handled in the same manner as cheating on examinations is handled. Students found to have engaged in such misconduct will be disciplined severely. Please refer to p.144 "Academic Misconduct" for further information on punitive measures.

Reports, etc.

"Reports, etc." refers to any reports or other items for assessment created by students to be submitted or presented within APU. This includes reports, answer sheets, presentation materials, resumes, and all other media resources.

Copyrighted Work

"Copyrighted Work" refers to all works as defined by Japanese copyright law. This includes written / verbal works such as dissertations and lectures, as well as broadcasts, music, performances, works of art, architecture, maps, technical drawings, models, movies, photographs, programs, etc. Online documents, data, and images are also considered copyrighted works.

Quotations

"Quotation" is the act of using the contents of an existing copyrighted work for your own use in line with the rules below. Although there are a number of ways to use quotations in reports, papers, etc., students may use the method taught in class or as directed by individual instructors.

- An individual's work must form the main part of a work with quotes only used to supplement the main work.
- A quote must be considered necessary.
- The source must be clearly shown.
- The parameters of the quote must be clear.
- There must be no changes to the content of the quote.

4.2 Grades and GPA

4.2.1 Grading System

The APU grading system is as follows.

Letter Grades

Letter	Grade (%)	Grade Point Value	Pass / Fail
A+	90% or higher	4.0	Pass
A	80-89%	3.0	
B	70-79%	2.0	
C	60-69%	1.0	
F	59% or lower	0.0	Fail

Grades are evaluated using a 5-level letter grade scale: A+, A, B, C, and F. As shown in the table above, each letter grade is also given a corresponding grade point value.

Other Evaluation Codes

Code	Definition	Notes
P	Pass	Utilized in some subjects
T	Transfer	A maximum of 60 credits*

*Credits transferred at the time of enrollment at APU do not count toward the 60 credit limit (for 2nd or 3rd year transfer students ONLY).

Other than letter grades and the evaluation codes, the following codes may be printed on official transcripts.

Code	Definition	Notes
R	Approved for Re-registration	Credits are not counted
E	Exemption	

4.2.2 Grade Point Average (GPA)

GPA is a value representing a student's overall grade evaluation, calculated from the individual grades of their classes according to a specific set of rules established by the University.

Cumulative GPA and Semester GPA

"Cumulative GPA" is calculated from the time of a student's enrollment through to a student's last semester. This is the number that is printed on official transcripts. Cumulative GPA is used when applying for exchange programs, the Accelerated Graduation Program, course registration, etc.

"Semester GPA" is calculated using only the grades acquired in the present semester. This is the number that is not included on official transcripts. Semester GPA is used when applying for scholarships, course registration, etc.

Calculating GPA

AY 2017 and AY 2011 Curriculum Students

Cumulative GPA:

$$\frac{(\text{No. of A+ credits} \times 4) + (\text{No. of A credits} \times 3) + (\text{No. of B credits} \times 2) + (\text{No. of C credits} \times 1) + (\text{No. of F credits} \times 0)}{\text{Total registered credits (excluding P / T)}}$$

Semester GPA:

$$\frac{(\text{No. of A+ credits} \times 4) + (\text{No. of A credits} \times 3) + (\text{No. of B credits} \times 2) + (\text{No. of C credits} \times 1) + (\text{No. of F credits} \times 0)}{\text{Registered credits for given semester (excluding P / T)}}$$

Note: The following calculation method applies **ONLY** to Students who experienced a Curriculum change from the AY 2006 Curriculum to the AY 2011 Curriculum upon being Readmitted or Reinstated to APU.

Cumulative GPA:

$$\frac{(\text{No. of A+ credits} \times 4) + (\text{No. of A credits} \times 3) + (\text{No. of B credits} \times 2) + (\text{No. of C credits} \times 1)}{\text{Total completed credits (excluding P / T)}}$$

Semester GPA:

$$\frac{(\text{No. of A+ credits} \times 4) + (\text{No. of A credits} \times 3) + (\text{No. of B credits} \times 2) + (\text{No. of C credits} \times 1) + (\text{No. of F credits} \times 0)}{\text{Registered credits for given semester (excluding P / T)}}$$

A distribution chart of student Cumulative GPA and Semester GPA is posted each semester on the Academic Office website. This data will give students an approximate idea of their academic standing at APU.

4.2.3 Graduation Assessment

This procedure will assess whether a student is eligible to graduate within a certain period of study (generally four years for regular students). In Japan, students are often requested to submit a "Certificate of Prospective Graduation" during job-hunting activities.

Please note that these certificates only indicate the prospect of graduation and do not guarantee a student's graduation.

Prospective Graduation Assessment Criteria

AY 2017 and AY 2011 Curriculum

	Period of Assessment	Criteria	Timing of Issuance
Regular Students	At completion of 6th semester	Completion of at least 76 credits	Spring Semester: Early April Fall Semester: Early October
	After completion of 7th semester, at completion of each semester	Completion of at least 100 credits*	
Accelerated Graduation Program Students	After completion of 4th semester, at completion of each semester	Enrolled in the Accelerated Graduation Program	

*Those who have completed 76 credits or more can apply for prospective graduation assessment at the Academic Office.

For Students who Experienced a Curriculum Change from the AY 2006 Curriculum to the AY 2011 Curriculum upon being Readmitted or Reinstated to APU.

	Period of Enrollment	Period of Assessment	Criteria	Notes
Regular Students	Spring Semester (April)	After completion of 6th semester, at completion of each semester	Completion of at least 80 credits	Those who have completed 64 credits or more can apply for prospective graduation assessment at the Academic Office.
	Fall Semester (September)	After completion of 5th semester, at completion of each semester	Completion of at least 66 credits	Those who have completed 44 credits or more can apply for prospective graduation assessment at the Academic office.

- A "Certificate of Prospective Graduation" may be printed from the automatic certificate dispensers located on the first floor of Building A and also in the APU Library for those who meet the above criteria. There are periods at the end of each semester during which Certificates of Prospective Graduation cannot be issued. Please check the Academic Office website or announcements on Campus Terminal for details.
- Application procedures for various certificates and information regarding certificates at the graduation ceremony can be found on the Student Office website.
- Prospective graduation assessments will be held every semester until graduation from the period of the assessment onwards.

4.2.4 Release of Grades

Student grades will be released on the following dates. After grades are released, students may check their grades via Campusmate. Grades cannot be released before these dates and students are not permitted to contact faculty members directly regarding grades.

Semester	Graduating Students	All Other Students
Spring Semester	Wed, September 1, 2021	Mon, September 13, 2021
Fall Semester	Wed, March 2, 2022	Mon, March 14, 2022

Grade reports will be distributed to students who applied for them beforehand during the designated period after grades have been announced. Please note that transcripts of Academic Record (which may be purchased from the Automatic Certificate Dispenser) and student grade reports may vary in content. See below for details.

AY 2017 and AY 2011 Curriculum Students

Grade Evaluation	Official 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" grade	Will be printed	Will be printed

For Students who Experienced a Curriculum Change from the AY 2006 Curriculum to the AY 2011 Curriculum upon being Readmitted or Reinstated to APU.

Grade Evaluation	Official 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" grade	Will not be printed	Only "F" grades for that semester will be printed.

4.2.5 Grade Inquiries

Students may, in the following cases, make inquiries regarding their grade reports within the designated period.

- A grade is not shown for a registered subject.
- A grade is shown for a subject that the student did not register.
- Errors in the grade report.
- The grade shown does not match the grade calculated from the actual marks received on exams and / or reports.

The Academic Office will not respond to inquiries concerning the details of an evaluation. However, students who are able to prove that their grade is clearly incorrect may make a formal inquiry. In such cases, the student must clearly specify their inquiry, based on the information given in the syllabus and grade comments. Inquiries that do not provide specific explanations will not be accepted. Detailed information regarding grade inquiries will be available on the Academic Office website.

The Grade Inquiry Form may be downloaded from the Academic Office website.

Grade Evaluation Comments may be downloaded from the Academic Office website.



For other information regarding examinations and grading, please visit the Academic Office website.

5. Seminar Subjects

5.1 Seminar Subjects

5.1.1 Seminar Subject List

APU offers the following seminar subjects.

Year	Subject Name (credits)		Application, Registration and Completion
	APS	APM	
1	<Spring enrollees> Spring Semester: "Study Skills and Academic Writing" (2) Fall Semester: "Multicultural Cooperative Workshop" (2)		Registered by the University
	<Fall enrollees> Fall Semester: "Study Skills and Academic Writing" (2) "Multicultural Cooperative Workshop" (2)		Registered by the University
2	(Offered in Japanese) Spring Semester: Introduction to Research Methods (2) Fall Semester: Preliminary Seminar / Research Methods (Environment & Development / Hospitality and Tourism / International Relations & Peace Studies / Culture, Society & Media) (2)		Registered by student
	(Offered in English) Spring Semester: Preliminary Seminar / Research Methods (Environment & Development / Hospitality and Tourism / International Relations & Peace Studies / Culture, Society & Media) (2) Fall Semester: Introduction to Research Methods (2)		
3	Spring Semester: "Major Seminar I " (2) Fall Semester: "Major Seminar II " (2)		After advance application by student, registered by University
4	7th semester: "Graduation Research I Research Seminar" (2)	7th semester: "Research Seminar" (2)	After advance application by student, registered by University
	8th semester: "Graduation Research II (Undergraduate Thesis)" (4)	8th semester: "Undergraduate Thesis" (4)	Registered by University if a passing grade is received in "Graduation Seminar I " or "Research Seminar"

Students are only able to register for seminar courses for their respective year level.

"Preliminary Seminars" can be taken by both 2nd and 3rd year students. It should be noted, however, that these courses set the foundation for the major seminar courses taken by 3rd and 4th year students; therefore, it is strongly recommended that students register for these courses during their 2nd year. Furthermore, "Graduation Research I / Research Seminar" and "Graduation Research II / Undergraduate Thesis" can only be registered by 4th year students and higher. For information on registering for 3rd year and 4th year seminar subjects for students who are enrolled in the Accelerated Graduation Program, please see p.163.

5.1.2 1st Year Seminars

APU offers first year students the opportunity to study seminar subjects in the form of "Study Skills and Academic Writing" and "Multicultural Cooperative Workshop." These subjects are designed to prepare students for their study at APU through a range of lectures and workshops on issues including study skills and cross-cultural communication. More details are as follows.

Study Skills and Academic Writing

Learning Objectives

APU encourages students to develop an independent, active, self-driven way of learning that will lead them to discover problems and solve them on their own. As such Study Skills and Academic Writing aims at developing study skills and a positive attitude towards learning.

Instruction Methods

All classes are composed of a lecture by the instructor followed by a small-size workshop. The workshop portion of the class is facilitated by Teaching Assistants (TAs). Instructors routinely visit the workshop classes and provide support and advice when necessary. The smaller workshop classes are further divided into two groups where each group will spend the semester researching a topic which is related to their learning of both colleges together. Each person in the group must submit an individual report on the topic at the end of the semester as well as give a presentation.

Multicultural Cooperative Workshop

Learning Objectives

Doing group work with students from many different cultural backgrounds is a daily occurrence here at APU and also the norm in today's globalized society. This subject aims to foster in first year students the basic skills and attitudes that are necessary for such intercultural cooperation.

Instruction Methods

Classes will fundamentally consist of lectures by instructors in conjunction with seminar classes run by Teaching Assistants (TAs). Large classroom lectures will be divided by language basis (either Japanese or English), whereas the seminar part of the class will take place in smaller classrooms where students will be divided into groups of both Japanese-basis and English-basis students. The groups will undertake a group project throughout the semester. For the group project, each group will plan and implement a project that will help students to acquire the skills and abilities that are required by APU students. For the final step, each group will give a presentation on their project at a presentation competition.

Class Structure

	Spring Semester (1st Year)	Fall Semester (1st Year)
Spring Enrollees	Study Skills and Academic Writing	Multicultural Cooperative Workshop
Fall Enrollees	-	Study Skills and Academic Writing Multicultural Cooperative Workshop

First Year Seminars are taken by ALL 1st year students in both APS and APM. Seminar classes will be announced by the time Course Registration begins.

- Class Structure: There will be a combination of lectures and workshops.
- Class Registration: Classes will be registered by APU.
- Language of Instruction: Japanese and English classes will be held separately for "Study Skills and Academic Writing." "Multicultural Cooperative Workshop" will consist of a mix of English-basis and Japanese-basis students.
- Grade Evaluation: Students will be awarded a grade of A+, A, B, C, or F.
- An instructor and several teaching assistants (TAs) will be assigned to each class.

5.1.3 2nd Year Seminars (APS)

APS offers "Introduction to Research Methods" and "Preliminary Seminar (Research Methods)" as 2nd year seminar subjects.

In "Introduction to Research Methods," together with studying research methods for the social sciences, students conduct basic surveys and analyses, write reports, and give presentations. "Preliminary Seminar (Research Methods)" further develops the skills students cultivated in "Introduction to Research Methods" for their particular fields of expertise and serves as the link between "Introduction to Research Methods" and the 3rd year seminars students will be taking. This is why taking this subject during the 4th semester is preferred and why "Introduction to Research Methods" is desirable as a prerequisite. "Preliminary Seminar (Research Methods)" courses for each of the four Areas of Study have been established, with classes offered in Japanese during the Fall Semester and classes offered in English during the Spring Semester. Please check the syllabus for detailed information because the area of training emphasized differs depending on the Area of Study (e.g., focus on reading documents, focus on field work, focus on hands-on practice, etc.).

*Subject titles enclosed in parenthesis refer to subjects from the AY 2011 Curriculum.

5.1.4 3rd Year Seminars

Any students interested in advancing to graduate study or finding employment in Japan are strongly encouraged to register for a small-group 3rd year seminar.

Applications are accepted in the middle of June during the Spring Semester and in the middle of December during the Fall Semester. An information session is held prior to each application period. Please refer to p.162 for application details.

APS "Major Seminar I & II "

The main aim of the APS Major Seminar is to deepen students' academic understanding of specific economic social issues, including the background and the structure of those issues, affecting the Asia Pacific region through research and discussion. Students also write academic reports on a chosen topic, which is essential training for further studies. The main fields are "Environment & Development," "Hospitality & Tourism," "International Relations & Peace Studies," and "Culture, Society & Media." During their studies, students will further develop the fundamental research methods they acquired during their first two years and deepen their knowledge through analyzing a range of information. Some students may also take part in surveys, interviews, or fieldwork in Japan or overseas.

APM "Major Seminar I & II "

Joining an APM Major seminar is a great opportunity for students to more deeply learn about key topics in business and economics from a global perspective. APM Major Seminars equip students with specialized knowledge and skills through research, discussion, and collaborative work. They offer the learning environment for students who want small class sizes and a closer supervision by faculty. Students intending to write an undergraduate thesis are strongly encouraged to enroll in an APM Major seminar.

Sub-Seminars (additional 3rd year seminar)

In general, students only take one seminar subject per semester. However, under certain conditions, students are allowed to attend two seminar classes per semester in order to broaden their knowledge in their field of study.

Application Criteria

Students can apply for seminars in the other College as sub-seminars. Credits earned from seminars offered by the other College will be counted as Other College subjects.

- Both the instructor of the main seminar subject and the instructor of the sub-seminar subject must authorize the student to take two seminars. (Only possible if there is space in the sub-seminar class.)
- If a student's main seminar class timetable overlaps with their sub-seminar class timetable after application, the sub-seminar subject will be automatically deleted.
- Students who fail to apply for a main seminar subject will not be permitted to apply for a sub-seminar. (Applications for a sub-seminar only are not permitted.)

Grade Evaluation

Regular grading (A+, A, B, C, or F)

5.1.5 4th Year Seminars

4th year seminars form the culmination of students' four years of study at APU. This highly specialized subject allows students to select a topic of interest and conduct focused research over a one-year period.

Students take "Graduation Research I (Research Seminar)" (2 credits) or "Research Seminar" (2 credits) in the first half of their 4th year. Students who successfully pass these subjects are then able to take "Graduation Research II (Undergraduate Thesis)" (4 credits) or "Undergraduate Thesis" (4 credits) the following semester. Only students who pass "Graduation Research I (Research Seminar)" or "Research Seminar" are able to register for "Graduation Research II (Undergraduate Thesis)" or "Undergraduate Thesis." Interested students must apply to take "Graduation Research I" or "Research Seminar" during the latter half of their 3rd year of studies.

Grade Evaluation

Graduation Research I (Research Seminar), Research Seminar: Pass (P) / Fail (F)

Graduation Research II (Undergraduate Thesis), Undergraduate Thesis: Regular grading (A+, A, B, C, / F)

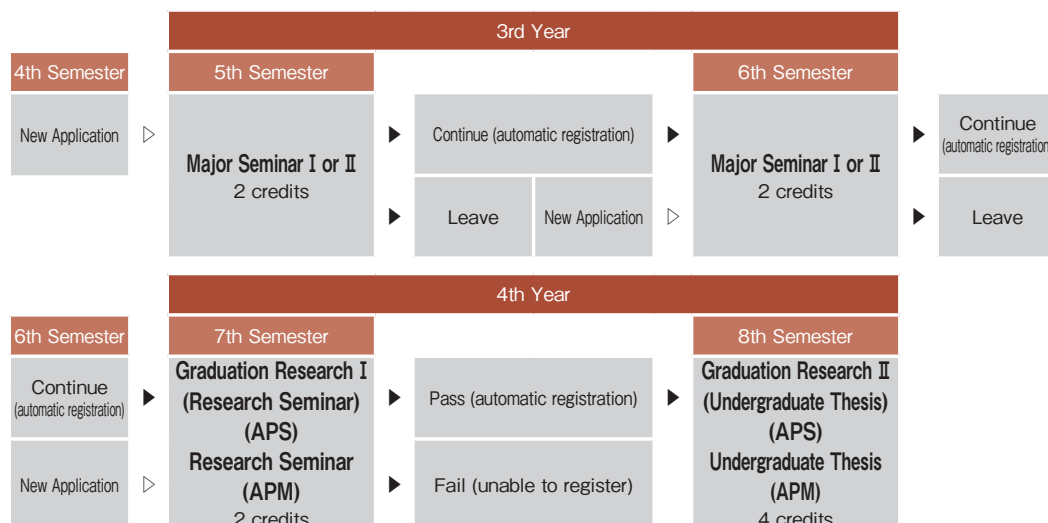
*Subject titles enclosed in parenthesis refer to subjects from the AY 2011 Curriculum.

5.1.6 3rd and 4th Year Seminar Applications and Credit

Application Period and Registration

- Students must apply for a 3rd year or 4th year seminar the semester immediately preceding the semester they intend to take the seminar subject. Students are unable to cancel their enrollment after their application has been approved.
- Students may only apply to take a seminar in their own college of enrollment for their first, or "Main Seminar." Only when registering for a second, or "Sub Seminar," may a subject from another college be taken.
- 3rd year seminar courses (Major Seminar I & II, 2 credits each) are held each semester. Once accepted to a seminar course, the same instructor's course will be automatically registered each following semester as long as a student does not participate in a study abroad program or take a leave of absence. See p.162 for details on cancelling or changing a seminar.
- Please note that sub-seminars must be applied for each semester, and are not automatically registered.
- Fourth year seminars are held over a one-year period. Both "Graduation Research I / Research Seminar" (2 credits) and "Graduation Research II / Undergraduate Thesis" (4 credits) will be taught by the same instructor.
- Students are able to take 4th year seminars during their 4th year of study. Ordinarily, students register for these in their 7th and 8th semesters; however, students may elect to take their seminar during their 8th and 9th semesters. Please visit the Academic Office for more information.

< 3rd and 4th Year Seminar Application Process >



- Accelerated Graduation Program students and students on exchange (or who have just finished an exchange program) will take 3rd and 4th year seminars at different times than regular students. Please refer to p.163 for details.

3rd and 4th Year Seminar Credit Field

Subject Field

3rd and 4th year seminar courses are graded each semester. Credits completed from 3rd and 4th year seminar courses taken from one's enrolled college will count toward the Major Education Subject field. Sub-seminar courses taken from another college will count toward the "Other College Subjects (General Electives)" field.

Listing of Areas of Study on Diplomas

<For AY 2017 Curriculum Students>

To have their Area of Study listed on their diploma, students in the College of International Management must complete 12 or more credits of the designated subjects for the Area of Study. Up to 4 credits earned from seminar subjects can be included in this requirement. Students in the College of Asia Pacific Studies must complete 2 credits from the required subjects (Common Liberal Arts Subjects) from the Area of Study they have registered for, and 28 credits from the Major Education Subjects for the Area of Study. Not only are these necessary for APS students to have their Area of Study listed on their diploma, these are also included in the graduation requirements. All credits earned from seminar subjects will count toward the required 28 credits.

Note that regardless of the Area of Study the seminar falls under, credits earned from the subject will count toward all Areas of Study. (Applies to both APM and APS)

<For AY 2011 Curriculum Students>

Students in the College of International Management who have completed at least 30 credits of Course Subjects, Core Subjects, and Seminar Subjects will have their Area of Study listed on their diploma (See p.101 for details). Credits earned for all APM 3rd and 4th year seminars will count towards this requirement regardless of the Area of Study. Please note that for APS students, credits earned from seminar subjects do not count towards any Area of Study.

Credits for subjects held in both English and Japanese (E / J) Subjects

Japanese-basis domestic students must complete at least 20 credits of subjects held in English (excluding Language Education Subjects), but seminar subjects held in both English and Japanese (E / J) will not be counted toward this total.

Main Seminar Application

Eligibility

- Students not currently taking a seminar
- Students currently taking a seminar, but wishing to change to a different instructor for the next semester
- Students currently studying abroad who will be resuming studies at APU the next semester
- Students currently taking a leave of absence who will be resuming studies at APU the next semester

Application Method

Newly applying students should review the details of the course syllabus, meet individually with their desired seminar instructor, then submit an application online. Application instructions are available on the Academic Office website. A guidance session will be held each semester before the seminar application period begins.

Registering for Seminar Subjects held in English by Japanese-basis Students

Japanese-basis students on the Standard Track are required to complete "Intermediate English A / B" in order to apply for 3rd and 4th year seminar subjects offered in English.

Students Currently Studying Abroad or on a Leave of Absence

In order to apply for a seminar while studying abroad or on a leave of absence, students should contact their desired seminar instructor via e-mail for consultation. Applications must be submitted by email during the application period of the semester immediately prior to the student's return to APU.

Students who Plan to Participate in an Exchange Program

Students who have applied for a student exchange program, but have not yet been accepted to an exchange program by the seminar application deadline must submit a seminar application within the seminar application period if they wish to take a seminar subject in the upcoming semester. Students who receive notice of their acceptance to an exchange program should notify the Academic Office as soon as possible in order to cancel their seminar subject registration. Students who have already been accepted to an exchange program cannot register for 3rd year seminars.

Students who Plan to Apply for a Transfer between Colleges within the University

Students who are planning to apply for a transfer between colleges within APU should consult with the Academic Office during the new student application period as it is possible for students to apply for a seminar offered by the College to which they are applying to transfer. Please note that enrollment in seminars in the post-transfer College is only possible once their transfer has been approved and all procedures have been completed.*

* Students whose college transfer application has been approved must submit a "Seminar Cancellation Application" to the Academic Office upon notification of their college transfer results.

Cancelling or Changing a Seminar

After applying for and being accepted to a seminar, that instructor's seminars through "Graduation Research II" or "Undergraduate Thesis" will be automatically registered each semester. If a seminar is cancelled due to a study abroad or leave of absence, it will no longer be automatically registered. If you do not wish to continue your currently enrolled seminar, you may submit a form to cancel this automatic registration during the seminar cancellation application period. Similarly, if you would like to change to a different instructor's seminar, you may do so by submitting a new seminar application during the same period.

Application Results

Each instructor will accept applicants based on their essay and interview. Application results will be announced on the Academic Office website. Once a seminar has been registered, it cannot be cancelled during that semester.

Sub-Seminar Application (3rd year seminar subjects only)

Eligibility

Students who are eligible to take the course (Main Seminar) for which they originally registered.

Application Method

Full details are available on the Academic Office website.

Note:

The course timetable for the semester is released before the course registration period for that semester begins. If two of a student's seminar courses overlap, at the time the timetable is released, the sub-seminar class will be automatically cancelled.

< 3rd and 4th Year Seminar Application Schedule >

Description	AY 2021 Fall Semester Courses	AY 2022 Spring Semester Courses
Seminar details released and guidance session held	Early May 2021	Late October 2021
New application and cancellation period	Mid-June 2021	Mid-December 2021
New application results released	Mid-July 2021	Late January 2022
Sub-seminar application period	Mid-June 2021	Mid-December 2021
Sub-seminar application results	Mid-July 2021	Late January 2022
Seminar classes begin	AY 2021 Fall Semester	AY 2022 Spring Semester

- This schedule is subject to change. Please check the Academic Office website regularly for updates.
- Once a student has been accepted to a seminar, the University will automatically register the class. Please confirm the registration of your seminar course before the end of Course Registration Period B.

3rd & 4th Year Seminars for Accelerated Graduation Program and Exchange Students

Accelerated Graduation Program students and students on exchange (or who have just finished an exchange program) should refer to the following chart for information on registering for 3rd and 4th year seminars. Application procedures for returning exchange students will also be discussed at the pre-departure exchange program guidance session.

	Period	Registration Details	Application Period
Accelerated Graduation Program Students	6th Semester Graduation	Registration of Major Seminar, Graduation Research I / Research Seminar and Graduation Research II / Undergraduate Thesis in 6th Semester (Total 8 credits)	Applications will be accepted during the regular application period. For students who do not obtain credits for Graduation Research I / Research Seminar or Graduation Research II / Undergraduate Thesis in their 6th or 7th semester, the University will register these subjects again the following semester
	7th Semester Graduation	Registration of Graduation Research I / Research Seminar and Graduation Research II / Undergraduate Thesis in 7th Semester (Total 6 credits)	
Exchange Students	Exchange in the 5th and 6th Semesters	Seminar courses for 5 & 6 semester cannot be taken while on exchange.	Students who wish to take a seminar course from their 7th semester are required to apply on the designated application period during the 6th semester.
	Exchange in the 6th and 7th Semesters	Students who wish to take the 8th semester seminar courses after returning to APU will have to receive remote instruction to be registered for the 7th semester seminar courses. In this case, submission of "Provision of Remote Instruction" form is required by the final date of the session period in the 6th semester. Please consult with your seminar instructor and receive their agreement beforehand. Those who have taken the seminar courses for 5th semester need to cancel the courses during the designated cancellation period before leaving for exchange. There is no need to re-apply when resuming the seminar course in returning to APU. *Please note that completion of the 7th semester seminar course, Graduation Research I / Research Seminar, is required to take Graduation Research II / Undergraduate Thesis.	

IMPORTANT

Accelerated Graduation Program students will take 3rd and 4th year seminars at different times than regular students. Please consult with your desired instructor and ensure you have room for these subjects in your study plan before applying.

5.1.7 Undergraduate Thesis / Graduation Research II Final Research Output

More details will be made available at the start of each semester on the Academic Office website.

Thesis / Final Research Output Submission

Submission Deadline

- Students graduating at the end of Spring Semester: **Mid-July 2021**
- Students graduating at the end of Fall Semester: **Mid-January 2022**

Late submissions will not be accepted under any circumstances. This includes late submissions due to technical problems such as computer failures.

Submission Location

Theses are to be submitted to the Academic Office online. Theses submitted to other offices or by post, etc., will not be accepted.

*Some students may be advised by their supervisors to submit their thesis separately in hardcopy (paper) form. However, even in such cases, you must still upload an electronic version online. **Please note that even if you submit a hardcopy (paper) version of your thesis to your Supervisor, if you do not submit a softcopy (data) version of your Undergraduate Thesis online by the submission deadline, your thesis will be considered "not submitted" and you will receive an F grade.**

Storage of Theses / Final Research Output

Theses will be stored at the Academic Office after submission.

File Format

Only files submitted in PDF format will be accepted.

*Files in Word format cannot be accepted.

*If you do not know how to convert your thesis from Word to PDF, please ask the Academic Office.

*The file name for your thesis must be your name in Latin letters using *hankaku* (one-byte) characters. Example: APU Taro.pdf

Submission Procedure

Full details are available on the Academic Office website.

5.1.8 Undergraduate Thesis / Graduation Research II Final Research Output Format

Any directions given by instructors are to take precedence. If no specific instructions are given, the format below is to be followed. Please note that there are academic writing manuals offered by APU (APU Writing Manual (in Japanese only) and APU Style Guide (in English only)) to which students can refer for proper citation practices, referencing, format, and so on. In principle the final product of Graduation Research II should be a thesis, but the supervisor may approve other kinds of work(ex: audiovisual materials). Please follow your supervisor's instructions.



Thesis Written in Japanese

No. of Characters and Pages

- APS: Equivalent of 80-100 pages of 400-character pages (main text only)
- APM: Equivalent of 50-100 pages of 400-character pages (including main text and footnotes)

Any tables or reference materials are to be included in the above page counts.

Page Numbering

Page numbers must be included.

Font

Font is to be between 10.5 and 12 point.

Table of Contents

A Table of Contents is to be included on the page following the coversheet. The Table of Contents should list the titles for each chapter and section and give the page numbers for each.

Writing Style

The "da" or "de aru" style is to be used.

Editorial Style

Theses are to follow the APA style (editorial style adopted by the American Psychological Association and used widely in psychology and the social sciences). Details of this style are given below.

- **Headings and Sub-headings:** The main body of the text is to be divided into chapters with each numbered (1, 2, 3...). Chapters may be divided further into sections, which are also to be numbered (1.1, 1.2, 1.3...). Headings and sub-headings should be in bold.

- **Explanatory Notes:** Explanatory notes in the main body of the text often impair the logical flow of the text. Therefore, endnotes are used in such circumstances. Endnotes are to be formatted as follows.
 - Numbers are to be given at the point in the text to which the endnote refers.
 - 〈注〉 (Explanatory Notes) is to be written at the end of the main body of the text in bold and the explanatory notes should be written starting from the following line.
 - The endnote numbers are to correspond with the numbers given in the main body of the text.
 - 〈注〉 and the endnotes are to be in a smaller font size than the main text.
- **Citations:** Citations are used to reinforce the contents of an author's thesis or to build on previously conducted research, etc.
- **List of References and Bibliography:** A List of References contains details for only those works cited in the text. A Bibliography shows both cited works and sources that are not cited, but which are relevant to the subject. Either a List of References or a Bibliography must be included.

Thesis Written in English

Any directions given by instructors are to take precedent. If no specific instructions are given, the below format is to be followed.

No. of Words and Pages

- APS: Equivalent of 12,000 to 15,000 words (main text only)
- APM: Equivalent of 7,000 to 15,000 words (including main text and footnotes)

Any tables or reference materials are to be included in the above page counts.

Page Numbering

Page numbers must be included.

Font

Font is to be between 10.5 and 12 point.

Table of Contents

A Table of Contents is to be included on the page following the coversheet. The Table of Contents should list the titles for each chapter and section and give the page numbers for each.

Editorial Style

Theses are to follow the APA style (editorial style adopted by the American Psychological Association and used widely in psychology and the social sciences). Details of this style are given below.

- **Headings and Sub-headings:** The main body of the text is to be divided into chapters with each numbered (1, 2, 3...). Chapters may be divided further into sections, which are also to be numbered (1.1, 1.2, 1.3...). Headings and sub-headings should be in bold.
- **Explanatory Notes:** Explanatory notes in the main body of the text often impair the logical flow of the text. Therefore, endnotes are used in such circumstances. Endnotes are to be formatted as follows.
 - Numbers are to be given at the point in the text to which the endnote refers.
 - "Explanatory Notes" is to be written at the end of the main body of the text in bold and the explanatory notes should be written from the following line.
 - The endnote numbers are to correspond with the numbers given in the main body of the text.
 - The "Endnotes" title and the endnotes are to be in a smaller font size than the main text.
- **Citations:** Citations are used to reinforce the contents of an author's thesis or to build on previously conducted research, etc.
- **List of References and Bibliography:** A List of References gives details for only those works cited in the text. A Bibliography shows both cited works and sources that are not cited, but which are relevant to the subject. Either a List of References or a Bibliography must be included.

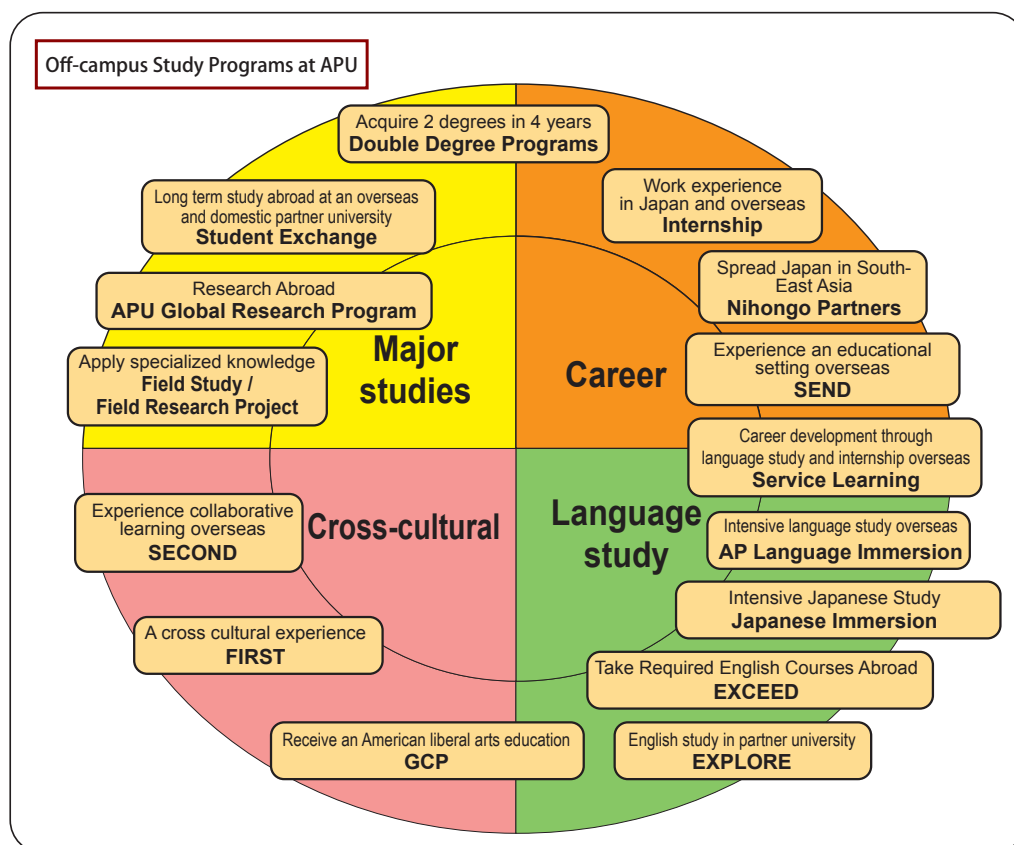
6. Off-campus Study Programs

**(Overseas and Domestic Student Exchange
and Study Abroad Programs)**

6.1 Overview of Off-campus Study Programs

APU education stresses the elements of knowledge, experience, and exchange. Classroom lectures are useful for acquiring knowledge; however, it is also necessary to provide students with off-campus opportunities to gain experience and participate in exchange activities.

Moving away from the standard system of teaching and learning based solely on classroom lectures, APU designs programs to focus on experience and practical learning. These are called Off-campus Study Programs. There are a wide range of Off-campus Study Programs to meet the needs of students at various stages during their four years of study. Off-campus Study Programs do not simply provide an opportunity for you to apply the knowledge you learn in the classroom. They provide an opportunity for you to go beyond the learning experience as you reflect on your academic plans and career development. APU offers a range of programs from domestic and international fieldwork to internships. The University also makes use of its vast global networks to provide a wide variety of regional and international cooperative programs. We strongly urge all students to take advantage of at least one Off-campus Study Programs as part of their four-year course of study.



*For program details and program periods, please refer to the List of Off-campus Study Programs on the following page.

*Please check the Academic Office website for the latest information.



6.1.1 List of Off-campus Study Programs (Short / Middle-term)

	FIRST (Overseas)	FIRST (Domestic)	SECOND
Program Aims and Features	<ul style="list-style-type: none"> ● Intercultural experience and understanding ● Exchange with people from a different country 	<ul style="list-style-type: none"> ● Understanding Japanese culture ● Practical application of Japanese skills ● Exchange with local Japanese people in a non-campus setting 	<ul style="list-style-type: none"> ● Intercultural Experience and understanding, Group work with domestic and international students
Eligible Participants	1st - 2nd semester students		1st - 3rd semester students
Application Requirements	<ul style="list-style-type: none"> ● Domestic students or Japanese-basis international students or international students who have completed Pre-Advanced Japanese ● Students must have earned the following number of credits at the time of application: -2nd semester: 14 credits 	<ul style="list-style-type: none"> ● English-basis international students ● Students must have eared the following number of credits at the time of application: -2nd semester: 14 credits 	<ul style="list-style-type: none"> ● Domestic Students / International Students ● Students must have earned the following number of credits at the time of application: -2nd semester: 14 credits -3rd semester: 28 credits
Semester and Duration of study	Spring Semester (5 days)	Fall Semester (4 days)	Summer Sessions
Application Period	SP April	-	April
	FA -	September - October	September - October
Study Site (Country / Area)(Past programs included)	Taiwan, Korea	Kyushu Area, Japan	South East Asia
Subject (Field) Number of Credits	<ul style="list-style-type: none"> ● Intercultural Fieldwork I (Common Liberal Arts Subject) 2 credits 		<ul style="list-style-type: none"> ● Intercultural Fieldwork II (Common Liberal Arts Subject) 2 credits
Grades	P (Pass) / F (Fail)		Regular grading (A+, A, B, C, F)
Semester Credit is Awarded	Semester when the program is conducted		Semester when the program is conducted
Estimated Cost (JPY)	70,000 - 80,000	30,000 - 40,000	130,000 - 150,000
Inclusion in Credit Registration Limit	Not included	Not included	Not included
Subject Re-registration	Not permitted	Not permitted	Not permitted

*The above contents may change. Please refer to the program applications for details.

*All the above subjects will be registered by the university.

Japanese Immersion	AP Language Immersion	EXCEED
<ul style="list-style-type: none"> ● Intensive study to improve your Japanese skills ● Interact with local people off campus 	<ul style="list-style-type: none"> ● Intensive Language Learning Overseas ● Intercultural experience and understanding 	<ul style="list-style-type: none"> ● Intensive study to improve English skills. ● Students can finish required English courses in half a year through short-term study abroad
1st - 7th semester students	1st - 7th semester students	1st semester students
<ul style="list-style-type: none"> ● English-basis students (Excluding Native Japanese speakers) who have completed Intermediate Japanese or the equivalent qualification ● Japanese-basis students (Excluding Native Japanese speakers) ● Must meet Japanese ability requirements for the course 	<ul style="list-style-type: none"> ● Requirements vary according to the program 	<ul style="list-style-type: none"> ● Japanese-basis Students in their first semester in the AY 2019 spring semester who start their required English courses from the "Pre-Intermediate" level
Winter Session	Summer / Winter Sessions (3 - 5 weeks)	Spring semester (Overseas part: Summer Sessions, 4 weeks)
-	April	April
November	October	-
APU, Beppu Area	China, Korea, Vietnam, Indonesia, Thailand, Mexico, etc.	Singapore
<ul style="list-style-type: none"> ● Special Lecture (Language Subject) 4 credits 	<ul style="list-style-type: none"> ● Intensive Language Learning Overseas (Language Education Subject) 2 or 4 credits 	<ul style="list-style-type: none"> ● Intermediate English A 4 credits ● Intermediate English B 2 credits ● Special Lecture (Language Subject) 2 credits
Regular grading (A+, A, B, C, F)	Regular grading (A+, A, B, C, F)	Regular grading (A+, A, B, C, F)
Semester when the program is conducted	Semester when the program is conducted	Semester when the program is conducted
10,000	200,000 - 450,000	400,000
Not included	Not included	Not included
Permitted if it is a different program	Permitted if it is a different program	Not permitted

*"Field Research Project" and "Volunteer Activities" subjects can be counted for graduation up to 8 credits each. "Internship" and "Business Internship" can be counted for graduation up to 14 credits in total. If a student earns enough of these credits to exceed the maximum credit limits, the surplus credits will be added to the "subjects not counted towards graduation" subject field.

List of Off-campus Study Programs
(Short / middle-term)

		GCP(Global Communication Program)	SEND	Nihongo Partners
Program Aims and Features		<ul style="list-style-type: none"> • Communication skills • Intercultural understanding 	<ul style="list-style-type: none"> • Educational internship at secondary schools or universities abroad • Japanese language education support and Japanese culture classes 	<ul style="list-style-type: none"> • Understand the local people and teach them Japanese language and its culture. • Understand the culture and language of the country. • Cultivate a positive attitude towards different cultures through communication with people of a different cultural background.
Eligible Participants		3rd - 6th semester students at the time of departure (2nd - 5th semester students at the time of application)	2nd - 7th semester students	Follow the Requirements of the Japan Foundation
Application Requirements		<ul style="list-style-type: none"> • Japanese-basis domestic / international students • Students must have completed Intermediate English A / B by the time of departure 	<ul style="list-style-type: none"> • Native Speakers of Japanese 	
Semester and Duration of study		Spring Semester 2nd Quarter (2 months)	Summer / Winter Sessions (3 - 4 weeks)	August - March (Past-program basis)
Application Period	SP	-	April	June-July
	FA	November - January	October	-
Study Site (Country / Area)(Past programs included)		U.S.A. (Texas)	Thailand, Vietnam, etc.	Indonesia
Subject (Field) Number of Credits		<ul style="list-style-type: none"> • Special Lecture (E) (Common Liberal Arts Subject) 8 credits • Volunteer Activities (E) (Common Liberal Arts Subject) 2 credits Total: 10 credits	<ul style="list-style-type: none"> • Internship (J) (Common Liberal Arts Subject) 4 credits 	<ul style="list-style-type: none"> • Special Lecture (Language Education Course) 16 credits
Grades		Regular grading (A+, A, B, C, F)	Regular grading (A+, A, B, C, F)	P (Pass) / F (Fail)
Semester Credit is Awarded		Semester when the program is conducted	Semester after the program is conducted	Semester when the program is conducted
Estimated Cost (JPY)		500,000 (Airfare not included)	100,000 - 150,000	None (Subsidy from the Japan Foundation)
Inclusion in Credit Registration Limit		Included	Not included	Not included
Subject Re-registration		Not permitted	Not permitted	Not permitted

*The above contents may change. Please refer to the program applications for details.

*All the above subjects will be registered by the university.

Service Learning	Internship	APU Global Research Program
<ul style="list-style-type: none"> Acquisition of practical English skills Job shadowing in a company, an NGO, or other social engagement situation. Identification of career vision. 	<ul style="list-style-type: none"> Work experience Career development 	<ul style="list-style-type: none"> Acquire on-site research skills Formulate research proposals
2nd - 7th semester students at the time of departure (1st - 6th semester students at the time of application)	2nd - 7th semester students at the time of application	3rd - 7th semester students (2nd-6th semester students at the time of application)
<ul style="list-style-type: none"> Japanese-basis students (will be given priority) Students must have completed Intermediate English A / B by the time of departure (approximately TOEFL® ITP Test 460 or above) 	<ul style="list-style-type: none"> Students who are going to work in companies and organizations that have signed a Memoranda of Understanding with APU 	<ul style="list-style-type: none"> Students must apply as a group consisting of 2 - 5 members
Summer Session - Fall Semester 1st quarter (Approximately 3 months)	Summer / Winter Sessions (several days - 8 weeks)	Summer Session
-	Around June	-
November - January	Around December	November - January
U.S.A. (Texas)	Japan, Vietnam, etc.	Sweden, Vietnam, Taiwan, Korea, etc.
<ul style="list-style-type: none"> Special Lecture (Language Education Subject) 4 credits Internship (E) (Common Liberal Arts Subject) 4 credits 	<ul style="list-style-type: none"> Internship (Common Liberal Arts Subject) 2 or 4 credits 	<ul style="list-style-type: none"> For AY 2011 Curriculum Students Field Study 2 credits (APS students: Major Education Subject APM students: General Elective) For AY 2017 Curriculum Students APS Field Study 2 credits (APS students: Major Education Subject APM students: Other College Subject)
<ul style="list-style-type: none"> Special Lecture: T Internship (E): P (Pass) / F (Fail) 	P(Pass) / F(Fail)	Regular grading (A+, A, B, C, F)
Semester when the program ends	Semester after the program is conducted	Semester when the program is conducted
950,000 (Airfare not included)	Varies according to the internship	Approx. 30,000 - 100,000 (Airfare not included)
Not included	Not included	Not included
Not permitted	Permitted if it is a different program	Not permitted

*"Field Research Project" and "Volunteer Activities" subjects can be counted for graduation up to 8 credits each. "Internship" and "Business Internship" can be counted for graduation up to 14 credits in total. If a student earns enough of these credits to exceed the maximum credit limits, the surplus credits will be added to the "subjects not counted towards graduation" subject field.

List of Off-campus Study Programs
(Short / middle-term)

		Field Study	Applied Training / Field Research Project
Program Aims and Features		<ul style="list-style-type: none"> • Practical, specialized study • On-site research activities 	<ul style="list-style-type: none"> • Practical, specialized study • Research and analysis • Seminar-linked practical learning
Eligible Participants		3rd - 7th semester students	5th - 7th semester students
Application Requirements		<ul style="list-style-type: none"> • If a program is held in English, Japanese basis students must have completed Intermediate English A / B by the time of departure • Requirements vary according to the program 	<ul style="list-style-type: none"> • Students must be enrolled in the program supervisor's seminar and must intend to continue studying under the same supervisor in the next semester. • Applicants must not be registered for the "Undergraduate Thesis" subject at the time of application.
Semester and Duration of study		Summer / Winter Sessions (several days - 4 weeks)	Summer / Winter Sessions (several days - 3 weeks)
Application Period	SP	April	April
	FA	October	October
Study Site (Country / Area)(Past programs included)		Thailand, Russia, Italy, India, Japan, etc.	Japan, China, Korea, etc.
Subject (Field) Number of Credits		<ul style="list-style-type: none"> • For AY 2011 Curriculum Students Field Study 2 or 4 credits (Own college: Major Education Subject, Other college: General Elective) • For AY 2017 Curriculum Students APS Field Study 2 or 4 credits Field Study for Environment and Development 2 or 4 credits Field Study for Tourism and Hospitality 2 or 4 credits Field Study for International Relations and Peace Studies 2 or 4 credits Field Study for Culture, Society, and Media 2 or 4 credits APM Field Study 2 or 4 credits (Own college: Major Education Subject, Other college: Other College Subjects) 	<ul style="list-style-type: none"> • For AY 2011 Curriculum Students Applied Training 2 or 4 credits (Own college: Major Education Subject, Other college: General Elective) • For AY 2017 Curriculum Students Field Research Project 2 or 4 credits (Own college: Major Education Subject, Other college: Other College Subjects)
Grades		Regular grading (A+, A, B, C, F)	Regular grading (A+, A, B, C, F)
Semester Credit is Awarded		Semester when the program is conducted (depending on the program)	Semester when the program is conducted (depending on the program)
Estimated Cost (JPY)		10,000 - 400,000	30,000 - 100,000
Inclusion in Credit Registration Limit		Not included	Not included
Subject Re-registration		Permitted if it is a different program	Permitted if it is a different program

*"Field Research Project" and "Volunteer Activities" subjects can be counted for graduation up to 8 credits each. "Internship" and "Business Internship" can be counted for graduation up to 14 credits in total. If a student earns enough of these credits to exceed the maximum credit limits, the surplus credits will be added to the "subjects not counted towards graduation" subject field.

6.2 Overseas Student Exchange Programs

The following guidelines apply to programs based on Student Exchange Agreements signed with partner universities. The primary aim of these programs is to enable participants to take courses in their area of specialization at a different university, giving them the maximum opportunity to broaden their knowledge. These programs should be seen as an opportunity to further develop study skills and research abilities acquired to date, not merely to improve language ability.

This section provides a general explanation of the systems and procedures for Overseas Student exchange programs. For more information, please refer to the Overseas Student Exchange Programs page located under the Student Exchange tab on the Academic Office website.



Student Status, Tuition Fees, and Credit Transfer during Student Exchange

	Student Exchange or Double Degree Programs	Independently Arranged Study Abroad	Overseas Study during a Leave of Absence
Student Status	Exchange	Exchange	Leave of Absence
Tuition	APU Tuition	APU Tuition + tuition of host institution	Screening / administration fee: 15,000 JPY + APU matriculation fee: 5,000 JPY per semester + tuition of host institution
Credit Transfer	Possible	Possible	Not Possible

Eligibility and Requirements for Overseas Student Exchange Programs

Program Aims and Features	Specialized study at overseas partner universities	
Eligible Participants	4th – 7th semester students	
Program Length	1 semester or 1 year (2 semesters) * 2 semesters may overlap in year status (e.g. 4th semester to 5th semester students)	
Application Requirements	Current semester	2nd – 5th semester students
	GPA	Semester GPA of at least 2.00 * Cumulative GPA requirements differ depending on the host university
	Language Proficiency Requirement	Language requirements differ depending on the country and host university. A) Those who plan to take the majority of their classes in English: Applicants are asked to submit a IELTS™ score of 5.5-6.5 (or equivalent) B) Those who plan to take the majority of their classes in one of the AP languages: Applicants must be proficient to the level that they are able to take curricular courses in that language as well as meet the English requirement set by their host university. * Note that applicants must submit a language proficiency test score (IELTS™, TOEFL iBT®, ITP®, etc.) to APU when applying for the internal screening. Additionally, applicants who plan to take the majority of their classes in an AP language may also be required to submit a language proficiency test score to APU.
Application Period	Recruitment is held twice a year, one year prior to the actual program start date. Spring departure programs: 1st round mid-April to mid-May, 2nd round early-June to late-June Fall departure programs: 1st round mid-October to mid-November, 2nd round mid-December to early-January	
Host Universities	Overseas universities with which APU has signed a Student Exchange Agreement	
Departure Dates	Departure dates vary depending on the host university	
Course Content	Curricular courses offered at the host university	
Course Registration	Students register for courses at the host university	
Grade Received	T (Transfer)	
Timing of Credit Transfer	Credits will be transferred upon submission of a Credit Transfer Request, host university transcript(s), and other required documents to be screened by the two colleges and Academic Affairs	
Accommodation	University dormitory, private apartment, etc.	
Primary Expenses	APU Tuition, housing fees, meals, living expenses, textbooks, visa application fees, round-trip transportation, overseas travel insurance, risk management system (J-TAS) fees, miscellaneous expenses	

* Departure dates, program length, and recruitment slots will be decided based on the balance of incoming and outgoing exchange students, as well as each partner university's academic calendar.

* 3rd year transfer students are not eligible to apply. Students who transferred in their 2nd year can apply from their 4th semester onwards.

Screening Process

Students will be selected based on a comprehensive screening of application documents, academic criteria, language proficiency test scores (IELTS™ / TOEFL®), and an interview. Interviews will be conducted only if deemed necessary following the document screening.

Schedule

Timing	Description
After successfully clearing APU internal screening	APU nominates accepted students to their host university.
Approx. 4 months prior to departure	Students submit application forms to their host university.
Approx. 3 months prior to departure	Students receive their letter of acceptance from the host university, apply for a visa, apply for housing, purchase insurance, etc.
Approx. 2 months prior to departure	Students prepare for departure to their host country.

Credit Transfer after Student Exchange

All students

- Students can transfer a maximum of 60 credits to APU, including credits earned at their host university through student exchange.
- It is not possible to transfer credits for subjects with no relation to the APU curriculum (e.g. sports / art courses).
- Students wishing to transfer credits for subjects offered as part of the regular curriculum at their host university must apply to have these subjects screened.
- If a host university subject is transferred under the name of a specific APU subject, it is no longer possible to register for that subject at APU.
- "T" (transfer) will be shown for all transferred subjects in the evaluation section of students' grade report.

AY 2017 Curriculum students

- We highly recommend that APM students choose a university accredited by AACSB, EQUIS, or EPAS. APM students studying at partner universities with one or more of these accreditations may be able to transfer some subjects as APM major education subjects. Subjects taken at non-accredited universities may not be eligible for transfer as APM major education subjects.

Independently Arranged Study Abroad

"Independently Arranged Study Abroad" does not refer to a Student Exchange Program with a university with which APU has signed a "Student Exchange Agreement," but instead refers to a system where the student applies independently and is accepted to a study abroad program at a university of the student's choice after evaluation by APU. The student's status will be set to "exchange" while they are overseas. In order to obtain this "exchange" status at APU for this type of program, students must fulfill the following requirements:

- The classes that the student will be attending overseas must be accredited classes (the duration must be six months or more).
- The course of study at the host university must be deemed academically beneficial to the student.
- APU and the host university must agree on the student's study abroad program.
- The student must not possess a passport for the country or region of the host university. If the student possesses a passport for the country or region of the host university the student must have received less than four years of education in that country or region after Junior High School (beyond G7).

* For more details please contact the Academic Office.

6.3 Domestic Exchange Programs

Ritsumeikan University - Akita International University Exchange Program (1 semester or 1 year program)

Through domestic exchange programs it is possible to study at two universities: Ritsumeikan University (RU) and Akita International University (AIU). Unlike APU, Ritsumeikan University (RU) has nine colleges, so it is possible to deepen your knowledge in areas that are not available at APU. (There are actually 16 colleges; however, program participants are able to apply to nine of them.) Additionally, RU has a high percentage of students who are Japanese. On the other hand, Akita International University (AIU) offers many small classes, and classes are all held in English. In contrast to major education where you master knowledge deeply in a specific field of expertise, their programs offer a liberal arts education where you master diverse perspectives that can help you make the right decisions based on the circumstances. Please choose and participate in the program that best matches your interests and where you can enrich your experiences and deepen your studies.

Host Universities and Colleges

Host Universities	College	Campus	Number of Students to be Accepted	Period
Ritsumeikan University (RU)	College of Law College of Social Sciences College of International Relations College of Letters	Kinugasa Campus (KIC: Kyoto City, Kyoto)	Up to 30 students per year	Spring Departure: 1 semester or 1 year Fall Departure: 1 semester
	College of Economics College of Science and Engineering College of Sports & Health Sciences	Biwako - Kusatsu Campus (BKC: Kusatsu City, Shiga)		
	College of Policy Sciences College of Business Administration	Osaka Ibaraki Campus (OIC: Ibaraki City, Osaka)		
Akita International University (AIU)	College of International Liberal Arts	Akita International University (AIU: Akita City, Akita)	Up to 10 students per year	Spring Departure: 1 semester or 1 year Fall Departure: 1 semester or 1 year

Application Requirements

- Current 3rd - 6th semester students (Applicants must be in their 4th - 7th semester at the time of departure)
- Current number of completed credits: at least the number of your previous semester ×14 credits
- Cumulative GPA: 2.50 or above
- Language Requirements:
 - RU: Sufficient Japanese Ability (ideally, have completed Advanced Japanese)
 - AIU: TOEFL® Test score of 500 or higher (TOEFL ITP® Test score is acceptable)
- * Students are not permitted to participate in this program in the semester that they are scheduled to graduate (including Accelerated Graduation Program students).
- * 3rd year transfer students are not eligible to apply. Students who transferred in their 2nd year can apply from their 4th semester onwards.
- * Applicants to the College of Science & Engineering will be screened individually to determine if they have the academic ability necessary to take courses in this specialization.

Scholarships (for International Students)

APU students currently on reduced tuition will continue to receive their tuition reductions while on exchange. (Students on exchange will have their status set to "study abroad.") Students on scholarship should contact the Student Office for more information.

Guidance Session

The guidance session for students participating in fall will be held in April, and the guidance session for students participating in spring will be held in October. (Please see p.12-15 of the "APU Academic Calendar " for details of the schedule.) Students interested in the above programs should attend the guidance session.

Akita International University Winter Exchange Program

Under this program students can attend and receive credits for Akita International University Winter Program subjects – courses held from January to March. The application requirements are the same as the Akita International University Semester Exchange Program. Details will be announced during the April guidance session.

Ritsumeikan University Summer Session Exchange Program

Under this program students can attend and receive credit for Ritsumeikan University Summer Session week-long intensive courses held at the end of August to the beginning of September. Details will be announced on the Academic Office website in mid-May. Please check p.193-195 "Credit Transfer Programs for Credits Earned at Other Universities in Japan" if you wish to apply for this program.

Note:

Please also refer to p.83 for more information regarding the credit transfer system.

6.4 Double Degree Programs

In the Double Degree Programs, students receive two degrees after completing two years of study at APU and another two years at the host institution (a total of four years). The following shows an outline of the Double Degree Programs offered at APU. Please note that the program contents vary depending on the host institutions. Detailed information is available on the Double Degree Programs page located under the Student Exchange menu on the Academic Office website, and also at the program guidance sessions.

6.4.1 Double Degree Programs for College of Asia Pacific Studies (APS)

Double Degree Program with St. Edward's University (USA)

Period of study at host institution	2 years [Spring enrollees] 2nd semester - 5th semester (first quarter) [Fall enrollees] 3rd semester - 6th semester (first quarter)
College	School of Behavioral and Social Sciences (Global Studies)
Application period	[Spring enrollees] Applications are closed before enrollment (March) [Fall enrollees] Guidance session will be held during the Fall semester Applications will be accepted around February / March
Eligibility*	For departure in Fall 2021 • Applicants must be 1st year undergraduate APS students enrolled in the 2020 Fall semester or 2021 Spring semester • Open to both Japanese-basis students and English-basis students • Open to both domestic students and international students • 2020 Fall enrollees: Applicants must have a cumulative GPA of 3.00 or higher and obtained 14 credits or more for their first semester. • Applicants must fulfill the language requirements (at the time of application IELTS™ 5.5, TOEFL iBT® Test 71, TOEFL® PBT Test or TOEFL ITP® Test 525, TOEIC® L&R TEST(IP) 700, EIKEN® Grade pre 1 or higher)
Screening process	Document screening, TOEFL ITP® exam and interview
Number of students accepted	Approximately 5 students per year

*Main requirements are listed only. Please check the application guidelines for a complete list. There are also a number of different requirements to be met prior to departure.

Double Degree Program with Salzburg University of Applied Sciences (Austria)

Period of study at host institution	2 years 3rd semester - 6th semester
College	Department of Innovation and Management in Tourism
Application period	Application guidance session will be held during Spring Semester. Applications will be accepted around May / June.
Eligibility*	For departure in Fall 2021 <ul style="list-style-type: none"> • Applicants must be APS students in their 1st semester as of the 2021 Spring Semester • Open to both Japanese-basis students and English-basis students • Open to both domestic students and international students • Applicants must fulfill the language requirements (at the time of application IELTS™ 5.5, TOEFL iBT® Test 71, TOEFL® PBT Test or TOEFL ITP® Test 525 or higher)
Screening process	Document screening and interview
Number of students accepted	Approximately 3 students per year

*Main requirements are listed only. Please check the application guidelines for a complete list. There are also a number of different requirements to be met prior to departure.

Double Degree Program with Kyung Hee University (Korea)

Period of study at host institution	2 years 3rd semester - 6th semester
College	College of International Studies
Application period	Application guidance session will be held during Spring Semester. Applications will be accepted around May / June.
Eligibility*	For departure in Spring 2022 <ul style="list-style-type: none"> • Applicants must be APS students in their 1st semester as of the 2021 Spring Semester • Open to both Japanese-basis students and English-basis students • Open to both domestic students and international students • Applicants must have registered 14 credits or more for their first semester. • Applicants must fulfill the language requirements (at the time of application IELTS™ 5.5, TOEFL iBT® Test 67, TOEFL® PBT Test or TOEFL ITP® Test 515 or higher)
Screening process	Document screening and interview
Number of students accepted	Approximately 2 students per year

*Main requirements are listed only. Please check the application guidelines for a complete list. There are also a number of different requirements to be met prior to departure.

6.4.2 Double Degree Programs for College of International Management (APM)

Double Degree Program with Neoma Business School (France)

Period of study at host institution	2 years [Spring enrollees] 2nd semester - 5th semester [Fall enrollees] 3rd semester - 6th semester
College	Centre d'Etudes Supérieures Européennes de Management (CESEM) School of European Higher Studies of Management
Application period	[Spring enrollees] Applications are closed before enrollment (March) [Fall enrollees] Guidance session will be held during the Fall semester Application will be accepted around February / March
Eligibility*	For departure in Fall 2021 • Applicants must be 1st year undergraduate APM students enrolled in 2020 Fall semester or 2021 Spring semester • Open to both Japanese-basis students and English-basis students • Open to both domestic students and international students • 2020 Fall enrollees: semester 1 cumulative GPA must be 2.80 or higher • Applicants must fulfill the language requirements (at the time of application IELTS™ 5.5, TOEFL iBT® Test 71, TOEFL® PBT Test or TOEFL ITP® Test 525, TOEIC® L&R TEST(IP) 700, EIKEN® Grade pre 1 or higher)
Screening process	Document screening, TOEFL ITP® exam and interview
Number of students accepted	Approximately 10 students per year

*Main requirements are listed only. Please check the application guidelines for a complete list. There are also a number of different requirements to be met prior to departure.

Notes for All Double Degree Programs

- Schedules and Credit Transfer processes are similar to those for Overseas Student Exchange programs.
- Student status while at the host institution will be "Exchange." Time spent abroad will count toward the period of enrollment so that students may graduate in a minimum of 4 years.
- Timing and duration of the program, as well as number of students accepted, may vary based on the balance of incoming and outgoing exchange students.
- Based on our program agreement with the host institution, it is not necessary to pay tuition to the host institution. Students must pay tuition to APU during their time as a program student.
- Other primary expenses are as follows.
Dormitory fees (or fees for other types of housing), meals, living expenses, textbook fees, application fees (passport, visa), round-trip transportation, overseas travel insurance, risk management system (J-TAS) fees, miscellaneous fees.
- For more information, please refer to the Academic Office website.

6.5 Overseas Short-Term Summer / Winter Programs

APU students can participate in curricular summer and winter programs offered at APU's partner universities. You can apply for any summer and winter programs offered at one of APU's partner universities. Please check all relevant program information including eligibility, program dates, language(s) of instruction, fees, the number of credits, and accommodation carefully before applying for the APU internal screening. If approved by Academic Affairs, credits obtained during short-term programs will be transferred back to APU and counted toward the credit requirements for graduation.

Please refer to the Academic Office website for more information.



7. Other Information and Programs

7.1 Accelerated Graduation Program

The Accelerated Graduation Program has been devised to encourage the academic efforts of outstanding students who wish to graduate in three years or three and a half years. Those accepted to the program are allowed to register extra credits and higher level subjects each semester (with the exception of certain subjects). Students must understand the specific program criteria, such as the credit requirements and GPA. Those who aim for accelerated graduation must have clear plans for the future and be ready to make ongoing efforts to achieve their goals.

Transfer Students from a non-4 year university or 3rd year transfer students are not eligible to register for the Accelerated Graduation Program.

Application and Registration

Application Period

- When moving to the 2nd year: Apply during the 2nd semester
- When moving to the 3rd year: Apply during the 4th semester

Eligibility

AY 2017 Curriculum APS students are required to register for their Area of Study before they can apply for this program.

* Students can change their Area of Study multiple times during the designated registration period (refer to p.37).

● Application prior to the start of the 2nd year (during the 2nd semester)

Applicants must have completed 32 credits by the end of their 2nd semester and have a cumulative GPA of 3.20 or higher.

Students who apply during their 2nd semester and who register for the Accelerated Graduation Program from their 3rd semester will be assessed at the end of the 4th semester. Students will have their registration revoked if they do not meet the necessary conditions.

The assessment criteria are as follows:

- Completion of 74 credits or more, and a cumulative GPA of 3.20 or higher
- Completion of all mandatory Language Education Subject credits by the end of the 4th semester

● Application prior to the start of the 3rd year (during the 4th semester)

Applicants must have completed 64 credits by the end of their 4th semester and have a cumulative GPA of 3.20 or higher. In addition, applicants must have completed all required language courses by the end of the 4th semester.

The University is not able to assess whether applicants are eligible or not at the time of application. Students who are found to be eligible after the initial screening of the application documents will be registered for the Accelerated Graduation Program. Screening results will be announced on the same day as semester grade results are released.

Application Materials

- Application for APU Accelerated Program (designated form)
- Essay for Accelerated Program (designated form)

Schedule

Description	Application for AY2021 Fall Semester	Application for AY2022 Spring Semester
Application Materials Available	Early July 2021	Early January 2022
Application Period	Mon, July 5 - Fri, July 9, 2021	Tue, January 11 - Fri, January 14, 2022
Results Announced	Mon, September 13, 2021	Mon, March 14, 2022
Program Registered	Tue, September 21, 2021	Fri, April 1, 2022

- Dates are subject to change; refer to the application materials available on the Academic Office website for more information.

Important Information for Accelerated Graduation Program Students

Credit Registration Limits

The credit registration limits for students in the Accelerated Graduation Program are different.

Maximum Number of Credits

Semester	1st	2nd	3rd	4th	5th	6th	7th
Credits	-	-	24	24	24	24	24

Automatic registration of Required Subjects for APM students (Only AY 2017 Curriculum students)

Please note that "Global Management (Capstone)" will be automatically registered for the 6th semester regardless of your expected date of graduation. Other subjects will be automatically registered during the semester shown in p.58 "Required Subjects (APM)."

Application for Preferred Graduation Date

The University surveys all Accelerated Graduation Program students every semester in regard to their preferred graduation date during the following periods.

Spring Semester : Mid-July

Fall Semester : Mid-January

3rd and 4th Year Seminar Enrollment

Please refer to p.163 (AY 2017 Curriculum students) for more information. Students should consult with their supervisors about when they will start writing their undergraduate thesis and proceed accordingly.

Notes regarding Studying Abroad

Students who fall into either of the following categories must consult with the exchange program supervisor before applying for the Accelerated Graduation Program.

Students are not permitted to participate in exchange programs in their final semester (i.e., semester of scheduled graduation).

- Students scheduled to participate in international or domestic exchange programs.
- Students scheduled to participate in individually arranged exchange programs.

Accelerated Graduation Assessment

Accelerated Graduation Program students who have satisfied the conditions detailed below and who subsequently pass the early graduation assessment interview will be eligible to graduate upon completion of their 6th or 7th semester. Students who do not meet these requirements may graduate as regular students after their 8th semester or later.

Eligibility

- Submission of the Graduation Assessment Application at during the designated period at the end of the semester prior to the semester of intended graduation
- Meet all the designated graduation requirements of that student's college.
Please refer to p.38 (APS students) or p.56 (APM students) for information about each college's graduation requirements.
- Cumulative GPA of 3.20 or higher
- Completion of at least 20 credits of Lecture / Seminar subjects held in their non-basis language (excluding E / J classes and language subjects)

Schedule

	Spring 2021 Graduation	Fall 2021 Graduation
Announcement of Results	Wed, September 1, 2021	Wed, March 2, 2022

Accelerated Graduation and Tuition

Accelerated graduation students will pay adjusted tuition fees according to the tuition model below. Because of these changes, once a student has registered for accelerated graduation they will pay a comparatively higher tuition fee per semester than regular students. Be sure to confirm the tuition fees for each semester. Once a student has registered for the Accelerated Graduation Program, they will be unable to return to normal student status unless their registration is revoked during re-evaluation in their 4th semester. Students graduating in three and a half years will not be billed Tuition Fee B (registered credit based fee) for the 7th semester. Please refer to the "Campus Life Handbook" on the Student Office website for more information.

Tuition Fees for Accelerated Graduation Students

	1st Year	2nd Year	3rd Year	4th Year
Regular Student	1,300,000 JPY	1,500,000 JPY	1,500,000 JPY	1,500,000 JPY
Accelerated Graduation A	1,300,000 JPY	1,870,000 JPY	1,870,000 JPY	-
Accelerated Graduation B	1,300,000 JPY	1,870,000 JPY	1,315,000 JPY	1,315,000 JPY
Accelerated Graduation C	1,300,000 JPY	1,500,000 JPY	2,240,000 JPY	-

- Accelerated Graduation A: Regular student (non-transfer) registered for the program in their 2nd year
- Accelerated Graduation B: Regular student (non-transfer) registered for the program in their 2nd year, but removed from the program after the 4th semester re-evaluation
- Accelerated Graduation C: Regular student (non-transfer) registered for the program in their 3rd year

Cancellation of Registration in Accelerated Graduation Program

Once students are registered in the Accelerated Graduation Program, students are not allowed to cancel their registration in the program for any reason.

A student's registration will be revoked if the student does not meet the required conditions at the rescreening performed at the end of their 4th semester, or if the student does not pass the Accelerated Graduation Assessment performed at the end of their 7th semester.

Renewal of Visa

International students who are registered in the Accelerated Graduation Program can only extend their student visa until the end of their 6th or 7th semester accordingly.

7.2 College Transfer

"College Transfer within the University" is a system whereby an APU student, scheduled to proceed to the 2nd or 3rd year level, transfers from the College in which they are currently studying to another College within the University. As a general rule, transfer from a college is only available when there are openings in the other College. Details can be found on the Academic Office website.

Application and Screening

Application Period

- When moving to 2nd year: Apply during 2nd semester
- When moving to 3rd year: Apply during 4th semester

Eligibility

Transfers at the 2nd year level (2nd semester students):

- Students must obtain at least 30 credits by the end of their first year of study and maintain a cumulative GPA of at least 2.50.

Transfers at the 3rd year level (4th semester students):

- Students must obtain at least 60 credits by the end of their second year of study and maintain a cumulative GPA of at least 2.50.
- Students must have completed all required language courses by the end of the 4th semester (excluding AY 2011 curriculum students).

The University is not able to assess whether applicants are eligible to transfer at the time of application. Interviews will be conducted for applicants who pass the initial application document screening. Transfer within the University will be permitted for students who pass the interview screening and who are found to meet the eligibility standards. Screening results will be announced on the same day as semester grade results are released.

Note:

- Please note that Accelerated Program students cannot apply for college transfer at the 3rd year level.

Application Materials

- Application Form (Use the designated application form)
- Essay: A typed A4 essay outlining the reason you wish to change colleges. Japanese essays should be 2,000 characters; English essays should be 800 words.
- College Transfer Application Fee 10,000 JPY (Pay by credit card OR purchase a certificate stamp from the automatic certificate dispenser and submit it to the office.)

Schedule

	Transfer from AY 2021 Fall Semester	Transfer from AY 2022 Spring Semester
Application Materials Available	Early June 2021	Late November 2021
Application Period	Mon, June 14 - Fri, June 18, 2021	Mon, November 29 - Fri, December 3, 2021
Interviews	Mon, June 28 - Fri, July 2, 2021	Tue, January 11 - Fri, January 14, 2022
Results Announced	Mon, September 13, 2021	Mon, March 14, 2022
Procedure Deadline	Mid-September 2021	Late March 2022
Effective Date of Transfer	Tue, September 21, 2021	Fri, April 1, 2022

- Dates are subject to change; refer to the College Transfer page of the Academic Office website for more information.

Handling of Credits after College Transfer

Credits obtained in the college before the transfer will remain on a student's transcript after the college transfer. Credits will be transferred to Subject Fields that correspond to the new college.

Please note that transferred credits may be placed in Subject Fields different from those in the previous college. In this way you need to be very careful when undertaking course planning.

7.3 Graduate School Subjects Early Enrollment Program

The Graduate School Subjects Early Enrollment Program provides undergraduate students in their 7th or 8th semester the opportunity to take subjects of their choice in one of the graduate schools while retaining their undergraduate status.

If the student later enrolls in an APU graduate school, credits earned while studying in this program can be transferred upon application as long as they are deemed academically beneficial by the graduate school in question.

This program affords students thinking of advancing to graduate school the opportunity to prepare for their graduate studies in a conscious and well-planned manner. Moreover, taking graduate school subjects early will reduce students' workload after enrollment in graduate school and will allow them to focus on their research. Students who want to use their time wisely and prepare for the next stage of their studies before advancing to graduate school are encouraged to take full advantage of this program.

Applying for the Graduate School Subjects Early Enrollment Program

Application Period

- When moving to the 7th semester: Apply during the 6th semester
- When moving to the 8th semester: Apply during the 7th semester

Eligibility

● GPA and Credits

Semester	Cumulative GPA	Completed Credits
When moving to the 7th semester	At least 3.00 and above are preferred at the end of their 5th semester	At least 102 completed credits by the end of their 6th semester
When moving to the 8th semester	At least 3.00 and above are preferred at the end of their 6th semester	At least 118 completed credits by the end of their 7th semester

● Official Test Scores

Students may submit any of the following official test scores. However, this requirement does not apply to English-basis students or students who received six or more years of education in English only in a regular course of study at an institution at least equivalent to a Japanese high school.

Official Test	TOEFL iBT® Test	TOEIC® L & R TEST	IELTS™ (Academic Module)	PTE Academic	Cambridge English Language Assessment
Test Scores	85+	800+	6.5+	58+	176+

Notes:

- Students who cannot satisfy the above conditions should consult with the Academic Office before submitting their applications.

Application Materials

Application Materials	Number	Notes
Request for Early Enrollment in Graduate School Subjects	1	Please use the designated application form.
Statement of Intent	1	Approximately 1,000 words. Please use the designated form.
Student Information Card	1	Please use the designated form.
Photograph	1	3 cm x 2.5 cm color photograph taken within the last three months. Write your full name on the reverse side. Affix one to the Student Information Card.
Certification of English Language Ability	1	Not required for English-basis students or students who received six or more years of education in English only in a regular course of study at an institution at least equivalent to a Japanese high school.
Screening Fee	10,000 JPY	Pay by credit card OR purchase a certificate stamp from the automatic certificate dispenser and submit it to the office.

The recruitment schedule, requirements, application documents, etc. are subject to change. Please refer to the Graduate School Early Enrollment program page of the Academic Office website for details.



Student Status and Fees

Student Status

Early Enrollment Program student status is only valid for one semester at a time. Students who wish to continue taking subjects through the program in the following semester must reapply.

Screening Fee

Early Enrollment Program students must pay a screening fee of 10,000 JPY upon application, including students reapplying to continue the program in the following semester.

Subjects Available

Program students can only take subjects offered by the graduate school for which they applied (i.e., Graduate School of Asia Pacific Studies (GSA) or Graduate School of Management (GSM)). All graduate school courses are held in English only. Please refer to the timetables for both graduate schools which are available on the graduate school website.



Credit Transfer upon Advancement to an APU Graduate School

Based on applications filed by program students, credits earned from subjects completed through this program will be approved as credits obtained prior to admission as long as they are deemed academically beneficial by the graduate school in question.

However, students who are planning to enroll in a graduate school other than APU should consult with that graduate school about whether credits earned through this program may be transferred.

7.4 Credit Transfer for Studies Conducted at Other Universities (First Semester Students Only)

APU understands the significance of learning through a wide range of channels. Therefore, the University will allow students to transfer credits obtained prior to enrollment under certain circumstances (except for 2nd and 3rd year transfer students). Credits will be transferred only if applicants fulfill the credit transfer conditions.

Here are the necessary conditions for a Credit Transfer:

1. Credits obtained at another university or junior college before enrolling APU.
2. Credits obtained as a part-time APU student prior to enrollment.

Maximum number of credits

30 credits

Application Materials:

- (i) Application form
- (ii) Original Academic Transcript
- (iii) Course syllabi (which include subject name, course description, grade evaluation, course objectives, number of class hours, and number of classes).

*To submit (ii) and (iii), please proceed as follows.

- Please contact the Academic Office or the professor in charge at your previous university and ask them to issue (ii) and (iii). (*Please make sure that the syllabi include the official seal of your previous university.)
- Please ask your previous university to send the issued documents directly to APU. (*Please note that the documents must be sent in an official envelope of your previous university and the university's seal must be stamped across the flap of the envelope.)

If the conditions listed above are not met, your application cannot be accepted.

Application Period:

Applications are only accepted in the first semester immediately after a student's enrollment at APU. APU will not authorize a credit transfer after this time under any circumstances.

Notes:

- The credits will be transferred as APU subjects. Therefore, the number of credits you are assigned for each course may not be the same as the number of credits you obtained for the same course at your previous university.
- "T" (transfer) will be shown for all transferred subjects in the evaluation section of the student's grade report. *A maximum of 60 credits are transferrable, including all forms of transferred credits at APU. Please also refer to p.83 for more information regarding the credit transfer system.
- If you do not submit all the requested documents, your application will not be approved.
- If a syllabus is not written in Japanese / English, please submit it with a Japanese / English translation attached.

Further details regarding credit transfer will be available on Campus Terminal early each semester.

7.5 Credit Transfer Programs for Credits Earned at Other Universities in Japan

To ensure that APU students are devoting sufficient time to their regular curricular studies and not taking more classes than they can handle, limits are set on subjects and credits for which students can apply and semesters for which students can enroll for the following programs.

Program Name	Subjects / Credit Limits for which Students can Apply and Semesters for which Students can Enroll
Open University of Japan	<ul style="list-style-type: none"> • Maximum 3 subjects (6 credits) per semester for all programs combined at the time of application(s). • Semesters for which students can enroll: 3rd-7th (3rd-6th for students taking RU Summer Session)
Curricular Exchange Program with Oita University	
Oita University, On Demand	
Oita Learning (Toyono-Manabi) Consortium Credit Transfer	
"Create Oita Subjects" Credit Transfer	
Ritsumeikan University Summer Session Exchange Program	

* If a student applies for more subjects than they are allowed to take, subjects which exceed the credit limit will be automatically rejected.

AY 2017 Curriculum APS students are required to register for their Area of Study before they can apply for the above programs.

*Students can change their Area of Study multiple times during the designated registration period (refer to p.37).

Credit Transfer Process and Schedule

Notes:

1. Application periods differ depending on the host university. Be sure to check the dates on Campus Terminal every year.
2. Students can enroll if they will be in their 3rd to 7th semester when they take the subjects; however, only 3rd to 6th-semester students can take Ritsumeikan University Summer Session subjects.

No.	Program Name	Application Period (Last AY)	Program Period (Enrollment Period)	Semester of Credit Transfer	Reflection of Transfers in Grade Reports
1	Open University of Japan	January	Spring (S)	Spring Semester	Fall Semester (Correction Period 2)
2	Open University of Japan	June	Fall (F)	Fall Semester	Spring Semester (Correction Period 2)
3	Curricular Exchange Program with Oita University	March (before Spring semester begins)	Spring (S)	Spring Semester	Fall Semester (Correction Period 2)
4	Curricular Exchange Program with Oita University	September (before Fall semester begins)	Fall (F)	Fall Semester	Spring Semester (Correction Period 2)
5	Oita University, On Demand	September (before Fall semester begins)	Fall (F)	Fall Semester	Spring Semester (Correction Period 2)
6	Oita Learning (Toyono-Manabi) Consortium Credit Transfer	March (before Spring semester begins)	Spring (S)	Spring Semester	Fall Semester (Correction Period 2)
7	Oita Learning (Toyono-Manabi) Consortium Credit Transfer	September (before Fall semester begins)	Fall (F)	Fall Semester	Spring Semester (Correction Period 2)
8	Ritsumeikan University Summer Session	May	Spring (S)	Spring Semester	Fall Semester (at the time of grade announcement)
Notes					

You can apply to take a total of three subjects (6 credits) from all eligible programs in which you enroll each semester. Before you apply, please draw up a study plan for all of the domestic credit transfer program subjects you wish to take each semester.					
2020	2021		2022		2023
Fall	Spring	Fall	Spring	Fall	Spring
Key: (S)= Spring semester program (F)= Fall semester program					
Application (S)	Enrollment (S)	Application (S)	Enrollment (S)	Application (S)	Enrollment (S)
Enrollment (F)	Application (F)	Enrollment (F)	Application (F)	Enrollment (F)	Application (F)
Application (S)	Enrollment (S)	Application (S)	Enrollment (S)	Application (S)	Enrollment (S)
Enrollment (F)	Application (F)	Enrollment (F)	Application (F)	Enrollment (F)	Application (F)
Enrollment (F)	Application (F)	Enrollment (F)	Application (F)	Enrollment (F)	Application (F)
Application (S)	Enrollment (S)	Application (S)	Enrollment (S)	Application (S)	Enrollment (S)
Enrollment (F)	Application (F)	Enrollment (F)	Application (F)	Enrollment (F)	Application (F)
	Application / Enrollment (S)		Application / Enrollment (S)		Application / Enrollment (S)
You may take a combined total of up to three subjects (6 credits) from the programs marked "Application (S)" and those marked "Application / Enrollment (S)" for Spring 2021.	You may take up to three subjects (6 credits) from all programs marked "Application (F)." *You may take a combined total of up to three subjects (6 credits) from the programs marked "Application / Enrollment (S)" and those marked "Application (S)" for Fall 2020.	You may take a combined total of up to three subjects (6 credits) from the programs marked "Application (S)" and those marked "Application / Enrollment (S)" for Spring 2022.	You may take up to three subjects (6 credits) from all programs marked "Application (F)." *You may take a combined total of up to three subjects (6 credits) from the programs marked "Application / Enrollment (S)" and those marked "Application (S)" for Fall 2021.	You may take combined a total of up to three subjects (6 credits) from the programs marked "Application (S)" and those marked "Application / Enrollment (S)" for Spring 2023.	You may take up to three subjects (6 credits) from all programs marked "Application (F)." *You may take a combined total of up to three subjects (6 credits) from the programs marked "Application / Enrollment (S)" and those marked "Application (S)" for Fall 2022.

7.6 Open University of Japan

With the aim of offering a university education that is open to everyone in the nation regardless of age and profession, the Open University of Japan places emphasis on lifelong learning and distance education in providing courses through internet, radio, and television broadcasts. Incorporating a broad spectrum of knowledge, there are numerous subjects offered at the Open University of Japan. There will be a mid-term report and final examination requirement for each subject. To be eligible to receive credits, students must take a final examination. This examination will be held at the Oita Gakushu Center (Beppu City) and other gakushu centers across Japan. Students must clearly state their preferred testing location on their initial application form. Note that all Open University of Japan courses are taught in Japanese. Although there are no specific language requirements, students are required to understand classes taught in Japanese. Credits obtained will appear as a "T" (Transfer) on the APU transcript.

Item	2021 Fall Semester	2022 Spring Semester	Forms and Details	Office
Application Period	Mon, June 21- Fri, June 25, 2021	Thu, January 6- Thu, January 13, 2022	Official Open University of Japan Application Form (green sheet) and APU Open University of Japan Application Form	Academic Office
Payment of Tuition Fees	Mid-September	Mid-March	Invoice will be sent directly to current address by the Open University of Japan	Open University of Japan
Start of Classes	Fri, October 1	Fri, April 1		
Final Examinations	Late January	Late July		Gakushu Center
Results Released	Late February	Late August	Report sent to students	Open University of Japan
Credits Transferred	During Spring Semester Correction Period 2	During Fall Semester Correction Period 2	Results will be displayed on the Campus Terminal Grade Report screen	Academic Office

Tuition Fees and Application Method

Tuition fees for the Open University of Japan are calculated on a credit-based system (1 credit = 5,500 JPY; no admission fees are required). As most of the subjects offered are 2 credits, each subject will cost 11,000 JPY (as of AY 2021).

Students may apply for Open University of Japan courses through the Academic Office during the designated period. Please note that the class periods (including sessions) and the final examination periods at the Open University of Japan and APU may coincide. Therefore, please register only for Open University of Japan courses with examinations which do not clash with your APU courses. Neither university offers any special measures for students

whose Open University of Japan classes and / or examinations coincide with their APU ones.

- There is no application required for credit transfer. The Open University of Japan will send all student grades to APU. Credits that a student passed will be transferred.
- The maximum number of credits a student is eligible to transfer by the time he / she graduates is 60 credits.
- Transferable credits from the Open University of Japan will not be included in a student's maximum credit limit for that semester.
- Students who are in their 8th semester or beyond are not permitted to enroll in Open University of Japan subjects.
- If you apply directly to the Open University of Japan, you cannot transfer those subjects to APU. Make sure you apply at the Academic Office.
- For more details on how Open University of Japan subjects transfer to APU, please refer to the "Open University of Japan" page on the Academic Office website.
- Credits obtained under the Open University of Japan Retesting System will not be eligible for transfer.

Please refer to the Academic Office website for more information on application requirements and the application schedule.

Note:

Please also check p.193-195, "Credit Transfer Programs for Credits Earned at Other Universities in Japan" if you apply for this program.

Please refer to p.83 for more information regarding the credit transfer system.

7.7 Curricular Exchange Program with Oita University

This program allows APU students to enroll in lecture subjects offered at Oita University. Credits obtained at Oita University can be transferred to APU. Recruiting is conducted twice a year near the beginning of each semester.

Note:

Please also check p.193-195, "Credit Transfer Programs for Credits Earned at Other Universities in Japan" if you apply for this program.

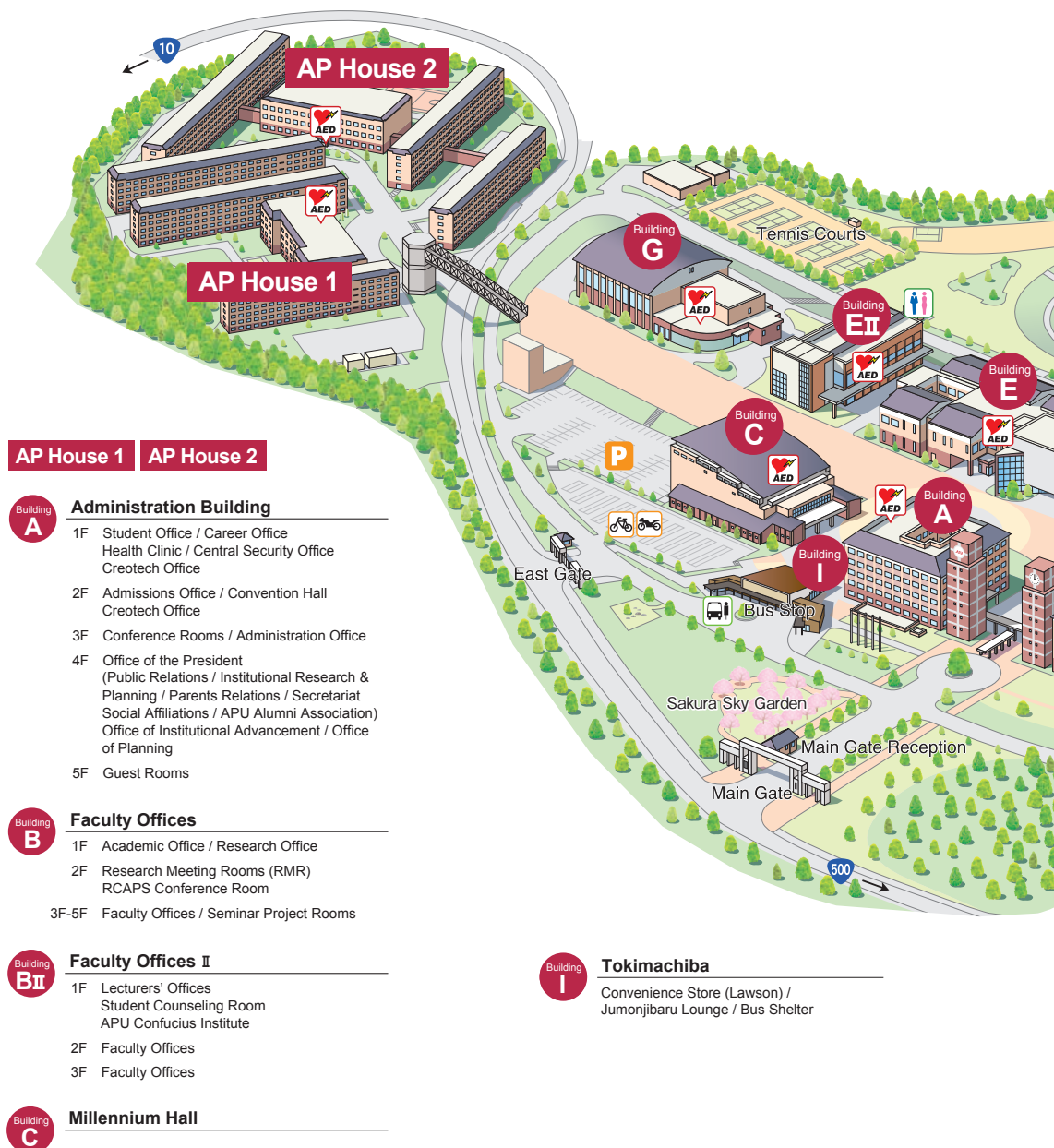
Please refer to p.83 for more information regarding the credit transfer system.

Shape your world



Ritsumeikan
Asia Pacific University

Main Facilities



AP House 1 | AP House 2

Building
A

Administration Building

- 1F Student Office / Career Office
Health Clinic / Central Security Office
Creotech Office
- 2F Admissions Office / Convention Hall
Creotech Office
- 3F Conference Rooms / Administration Office
- 4F Office of the President
(Public Relations / Institutional Research &
Planning / Parents Relations / Secretariat
Social Affiliations / APU Alumni Association)
Office of Institutional Advancement / Office
of Planning
- 5F Guest Rooms

Building
B

Faculty Offices

- 1F Academic Office / Research Office
- 2F Research Meeting Rooms (RMR)
RCAPS Conference Room
- 3F-5F Faculty Offices / Seminar Project Rooms

Building
BⅡ

Faculty Offices Ⅱ

- 1F Lecturers' Offices
Student Counseling Room
APU Confucius Institute
- 2F Faculty Offices
- 3F Faculty Offices

Building
C

Millennium Hall

Building
I

Tokimachiba

- Convenience Store (Lawson) /
Jumonjibaru Lounge / Bus Shelter

AED(Automatic External Defibrillator) Installation Locations



APU has had AEDs installed throughout the campus to prevent death by cardiac arrest. AEDs can be easily operated by anyone as first aid until the ambulance arrives.



Student Union

- 1F Cafeteria / Pacific Cafe
- 2F Student Hall / The Quiet Space



Student Union II

- 1F APU Shop (Co-op Campus Store)
- 2F Multipurpose Hall / Presentation Space



Classrooms

- 1F Classrooms F101-F112
Hut Of Peace Spirit - Tea Ceremony Room
Self-Access Learning Center (SALC)
- 2F Classrooms F201-F214
- 3F Classrooms F301-F304 / Faculty Offices



Classrooms II

- 1F Classrooms F II 120-F II 124
Information Processing Seminar Rooms 7-9
- 2F Classrooms F II 220-F II 222, F II 224-F II 226
CAI Classrooms 20-28
- 3F Classrooms F II 320-F II 331

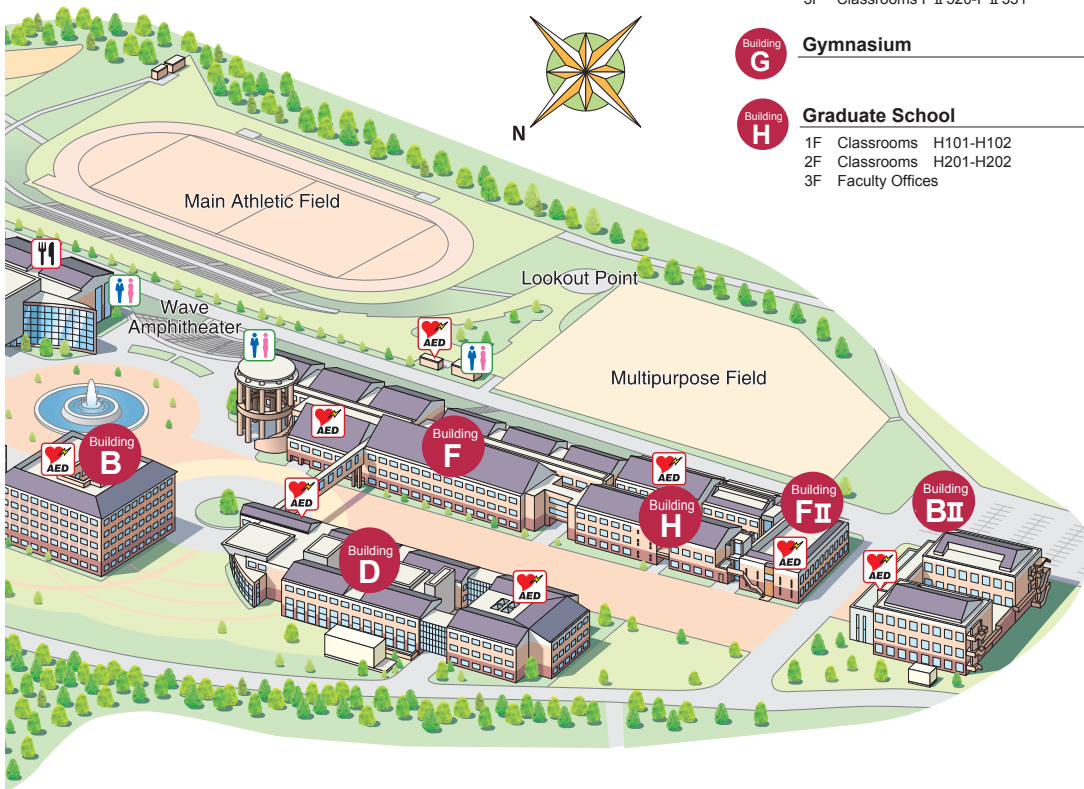


Gymnasium



Graduate School

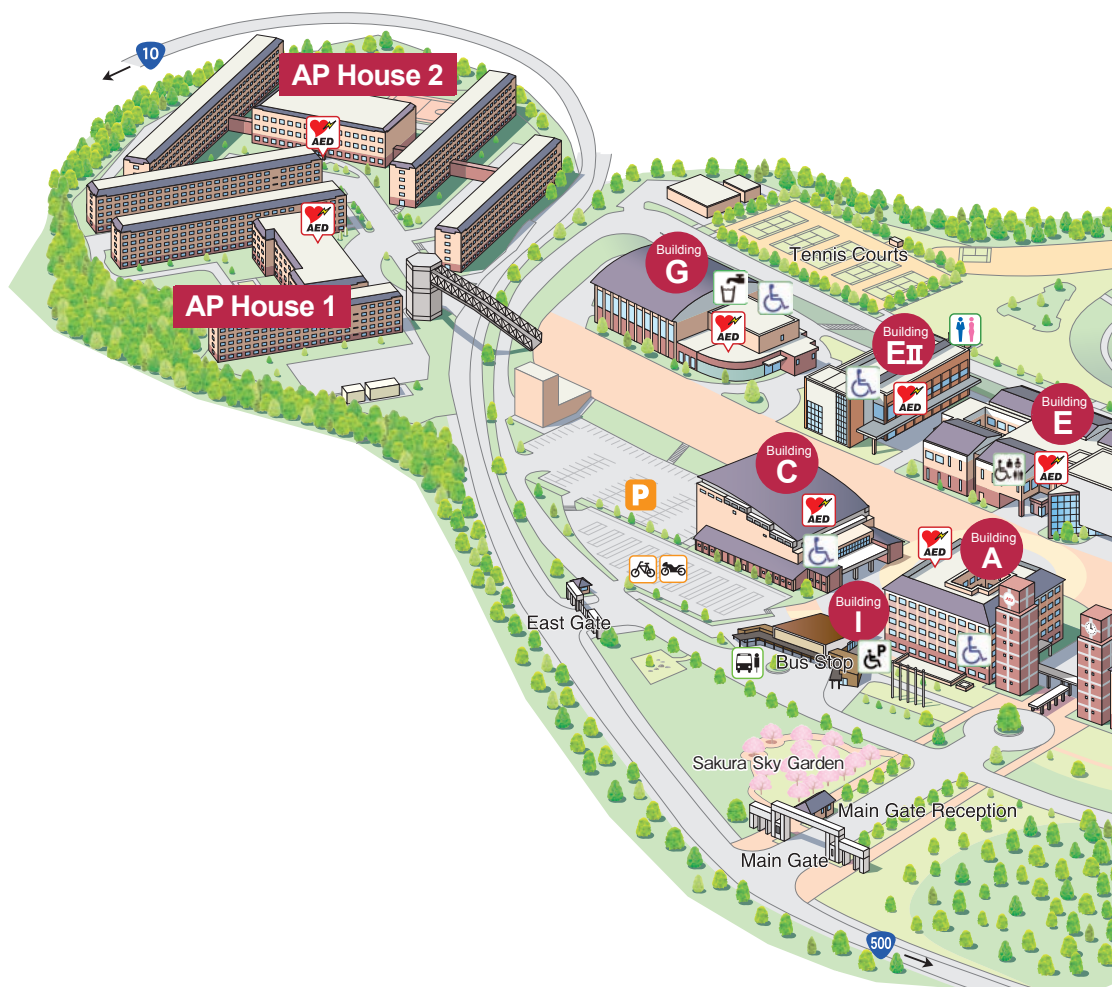
- 1F Classrooms H101-H102
- 2F Classrooms H201-H202
- 3F Faculty Offices



Media Center

- 1F APU Library / Multimedia Room
Academic Office (Library Office)
Classrooms D101-D108
- 2F APU Library / Classrooms D201-D214
- 3F Classrooms D301-D305
Information Processing Seminar Rooms 1-6
Multimedia Laboratory I
CAI Classrooms 1-12
Information Systems Administrative Office

Campus Map



Multipurpose Toilet
(Ostomate / Wheelchair Compatible)



Printer



Accessible Parking



Multipurpose Toilet

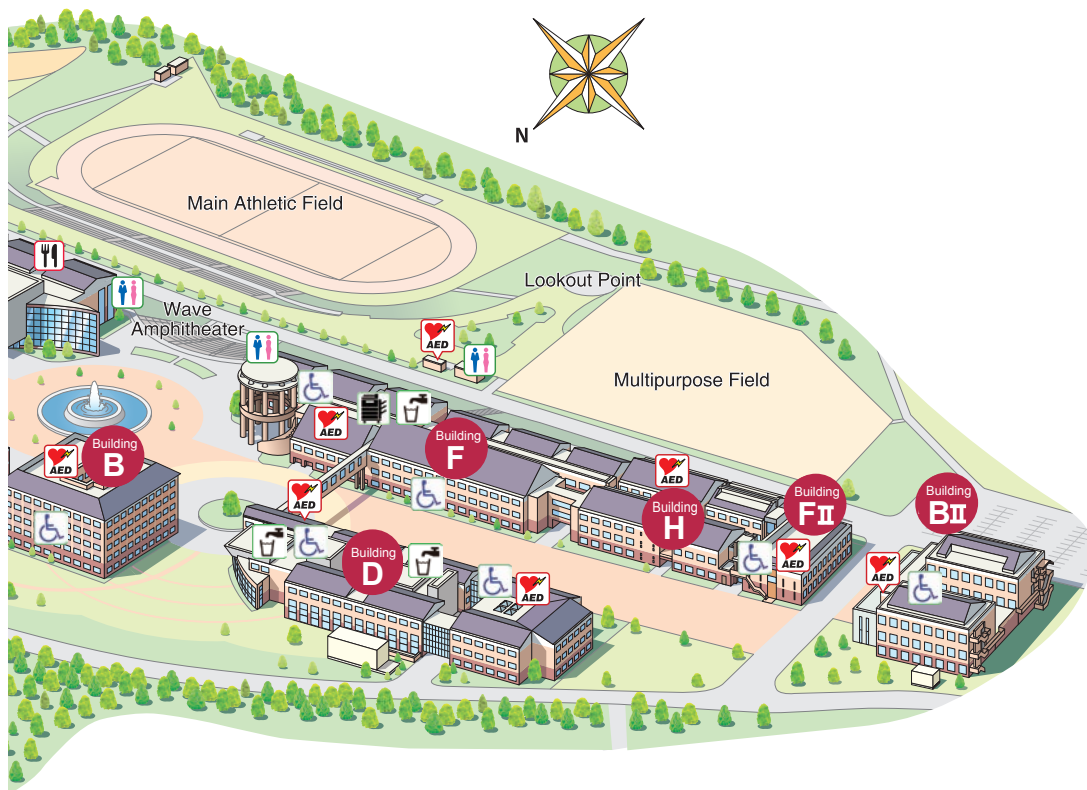


Drinking Water

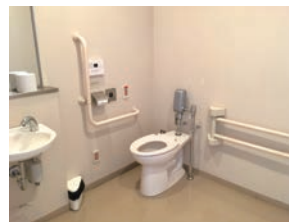
Shape your world



Ritsumeikan
Asia Pacific University



Multipurpose Toilet
(Ostomate /
Wheelchair Compatible)



Multipurpose
Toilet



Printer



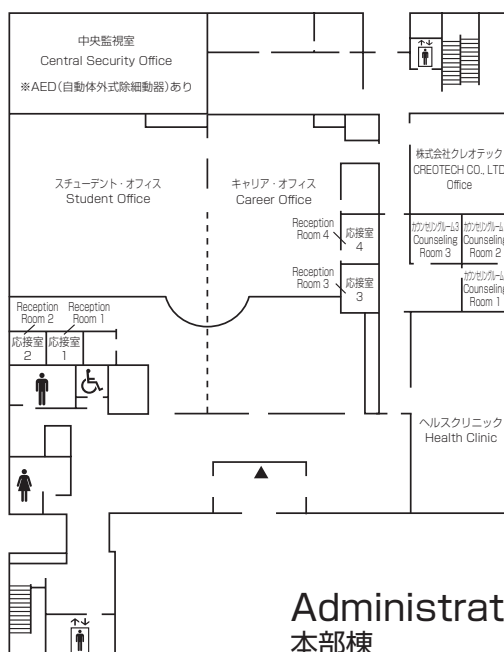
Water bottle
filling stations

Overview of Facilities in Each Building

Administration <Bldg A>

本部棟

5F	特別研究室 1～10 Guest Room 1～10		
4F	学長室・企画課・事業課 Office of the President・Office of Planning・Office of Institutional Advancement <div> <ul style="list-style-type: none"> 秘書担当 Secretaries to the Executives Team 広報担当 Public Relations Team IR・事業計画担当 Institutional Research & Planning Team 校友・父母担当 Parents and Alumni Association Team 社会連携担当 Social Affiliations Team </div>		
	役員室 Executive Offices	応接室 Reception Room	会議室 Conference Room
3F	会議室 第1～第6 Conference Rooms 1～6	アドミニストレーション・オフィス Administration Office	
2F	アドミッションズ・オフィス Admissions Office	コンベンションホール Convention Hall	
	会議室 Conference Rooms	応接室 Reception Room	
1F	スチューデント・オフィス Student Office 株式会社クレオテック CREOTECH CO., LTD Office	キャリア・オフィス Career Office 中央監視室 Central Security Office	ヘルスクリニック Health Clinic カウンセリングルーム 1～3 Counseling Room 1～3

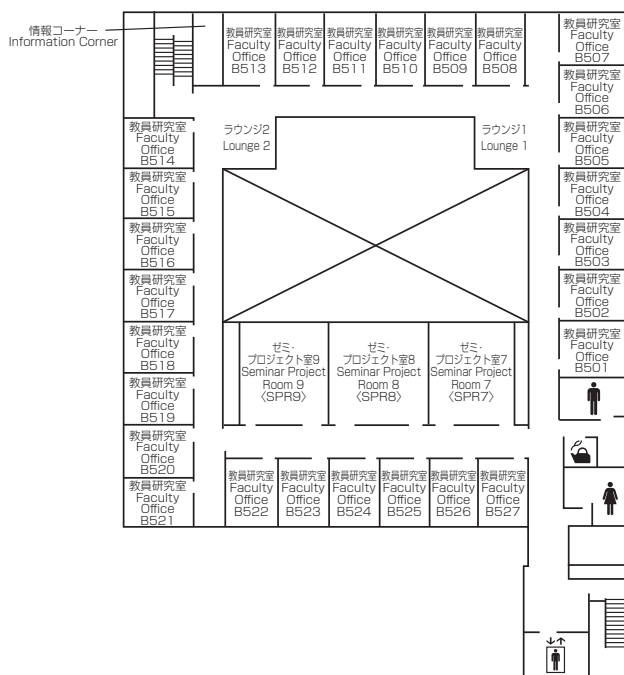


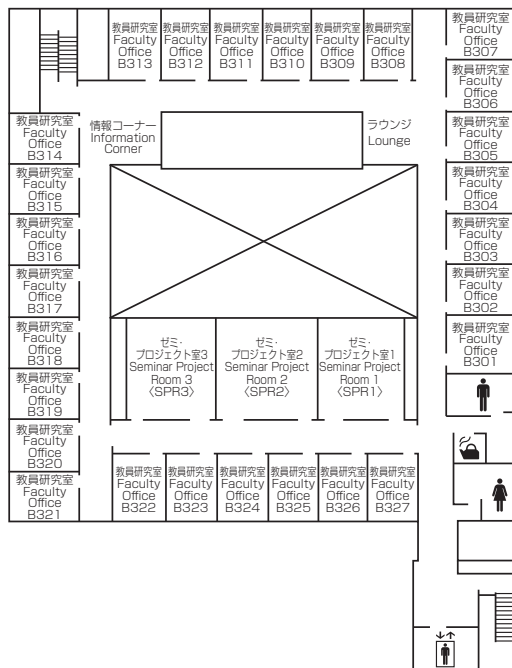
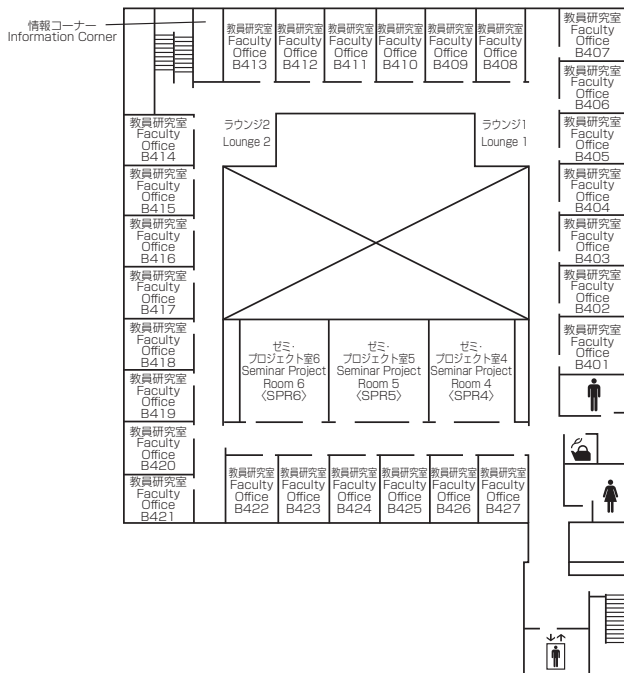
Administration 1F
本部棟

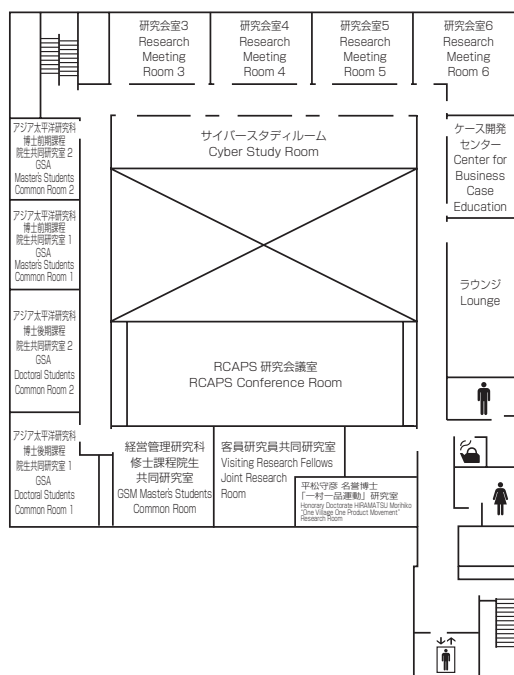
Faculty Offices <Bldg B>

研究棟

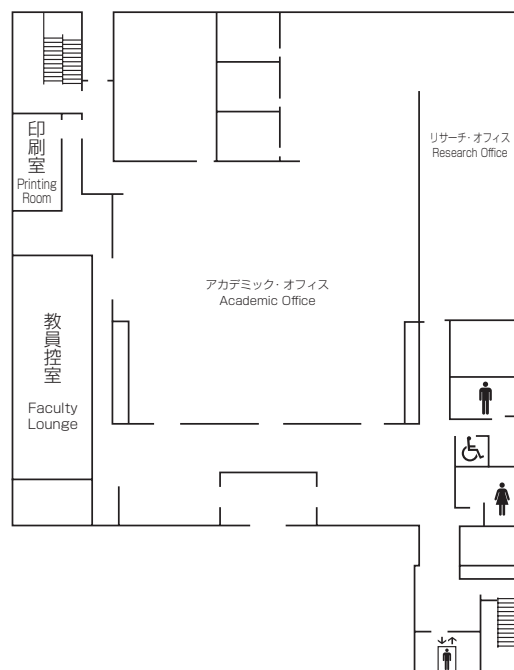
5F	教員研究室B501～B527 Faculty Offices B501～B527	ゼミ・プロジェクト室（SPR）7～9 Seminar Project Rooms 7～9	情報コーナー Information Corner
4F	教員研究室B401～B427 Faculty Offices B401～B427	ゼミ・プロジェクト室（SPR）4～6 Seminar Project Rooms 4～6	情報コーナー Information Corner
3F	教員研究室 B301～B327 Faculty Offices B301～B327	ゼミ・プロジェクト室（SPR）1～3 Seminar Project Rooms 1～3	情報コーナー Information Corner
2F	研究会室3～6 Research Meeting Rooms 3～6 アジア太平洋研究科博士後期課程院生共同研究室 GSA Doctoral Students Common Rooms ケース開発センター Center for Business Case Education 経営管理研究科修士課程院生共同研究室 GSM Master's Students Common Room 平松守彦 名誉博士「一村一品運動」研究室 Honorary Doctorate HIRAMATSU Morihiko "One Village One Product Movement" Research Room		
	ラウンジ Lounge サイバースタディールーム Cyber Study Room アジア太平洋研究科博士前期課程院生共同研究室 GSA Master's Students Common Rooms RCAPS研究会議室 RCAPS Conference Room 客員研究員共同研究室 Visiting Research Fellows Joint Research Room		
1F	アカデミック・オフィス Academic Office	リサーチ・オフィス Research Office	教員控室 Faculty Lounge 印刷室 Printing Room







Faculty Offices 2F
研究棟



Faculty Offices 1F
研究棟

Faculty Offices II <Bldg B II>

研究棟 II

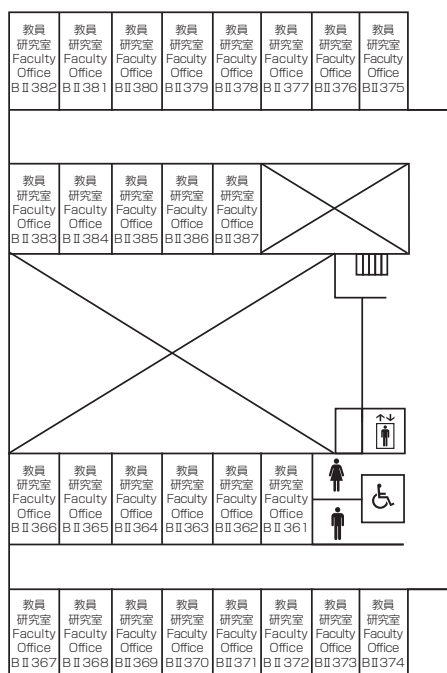
3F 教員研究室 B II 361 ~ B II 387
Faculty Offices B II 361 ~ B II 387

2F 教員研究室 B II 261 ~ B II 274
Faculty Offices B II 261 ~ B II 274

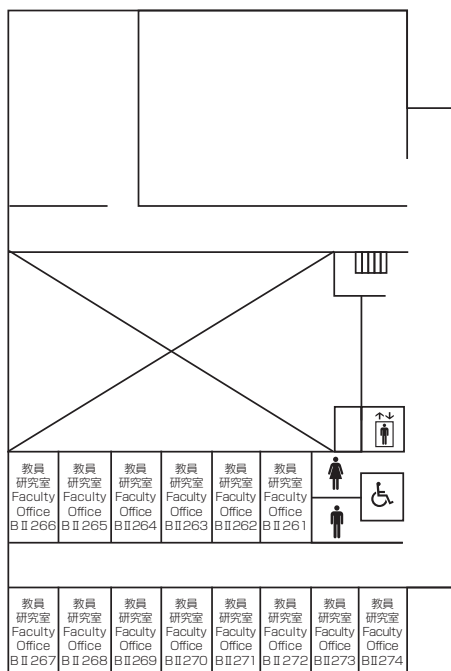
1F 講師共同執務室
Lecturer Offices

学生相談室 会議室 執行部室 印刷室
Student Counseling Room Meeting Room Director's Room Printing Room

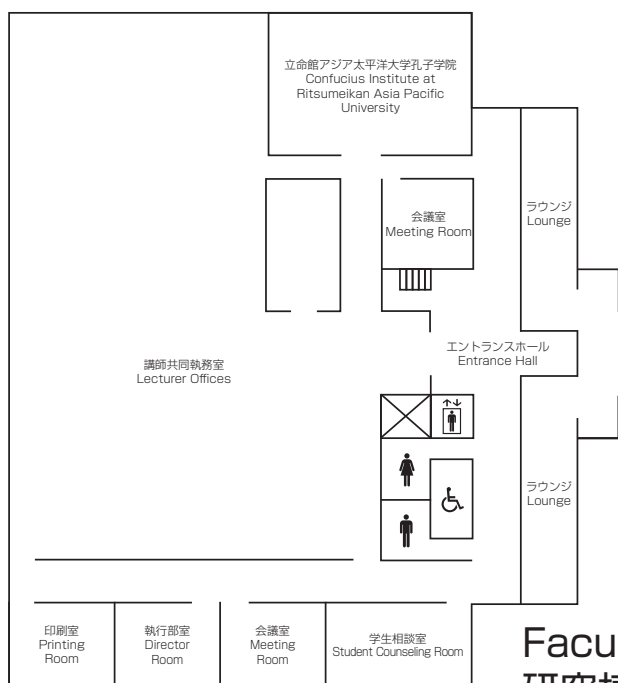
立命館アジア太平洋大学孔子学院
Confucius Institute at Ritsumeikan Asia Pacific University



Faculty Offices II 3F
研究棟 II



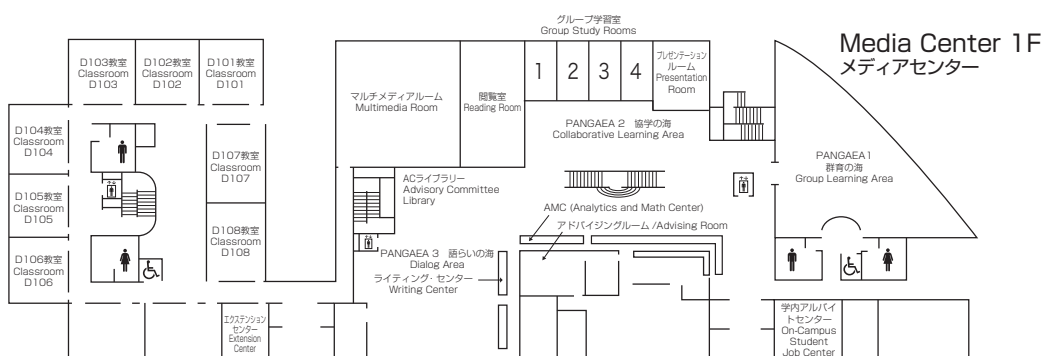
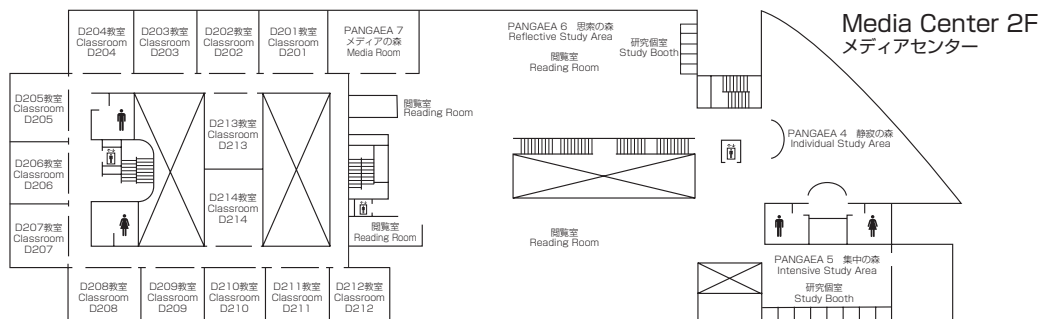
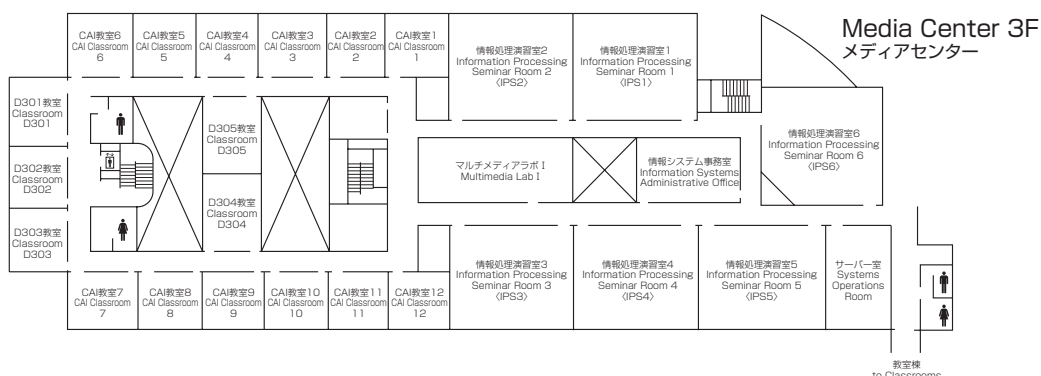
Faculty Offices II 2F
研究棟 II



Faculty Offices II 1F
研究棟 II

Media Center <Bldg D> メディアセンター

3F	教室 Classrooms	D301 ~ D305	CAI教室1 ~ 12 CAI Classrooms 1 ~ 12	情報処理演習室 (IPS) 1 ~ 6 Information Processing Seminar Rooms 1 ~ 6
			マルチメディアラボ I Multimedia Lab I	情報システム事務室 Information Systems Administrative Office
2F	APUライブラリー APU Library	教室 Classrooms	D201 ~ D214	
1F	アカデミック・オフィス(ライブラリー分室) Academic Office (Library Office)	APUライブラリー APU Library	マルチメディアルーム Multimedia Room	ライティングセンター Writing Center
		教室 Classrooms	D101 ~ D108	AMC (Analytics and Math Center)
		その他 Other	エクステンション/センター Extension Center	学内アルバイトセンター On-Campus Student Job Center



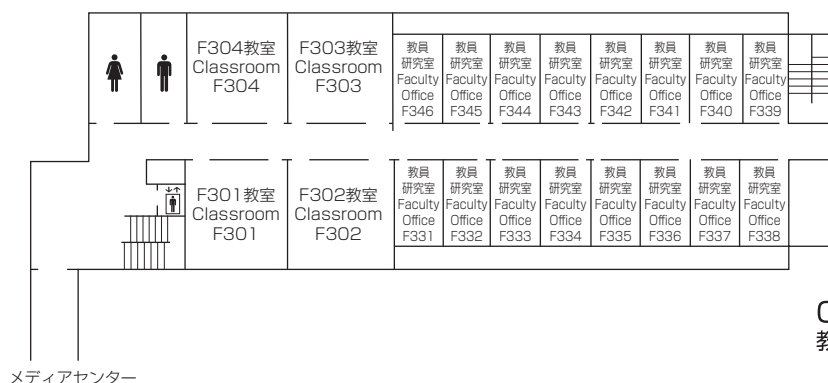
Classrooms <Bldg F>

教室棟

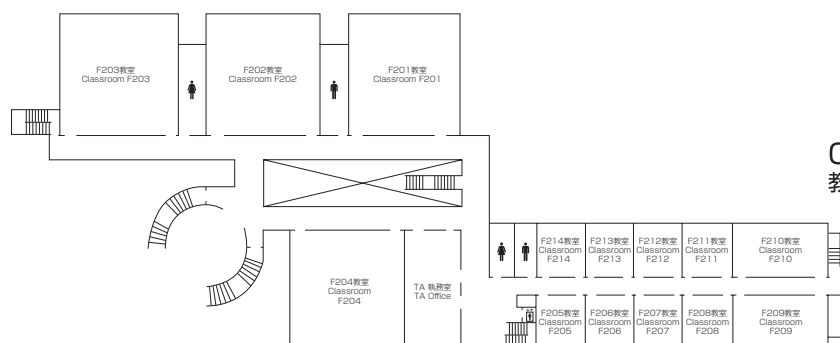
3F 教室 F301 ~ F304 教員研究室F331 ~ F346
Classrooms F301 ~ F304 Faculty Office F331 ~ F346

2F 教室 F201 ~ F214 TA 執務室
Classrooms F201 ~ F214 TA Office

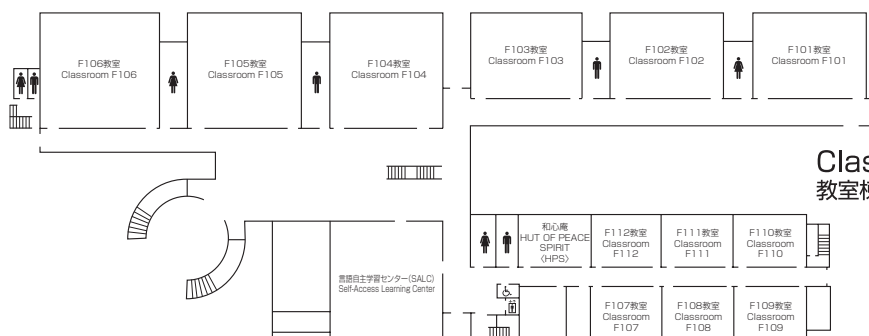
1F 教室 F101 ~ F112 言語自主学习センター (SALC) 和心庵 (茶室)
Classrooms F101 ~ F112 Self-Access Learning Center HUT OF PEACE SPIRIT-Tea Ceremony Room



Classrooms 3F
教室棟



Classrooms 2F
教室棟



Classrooms 1F
教室棟

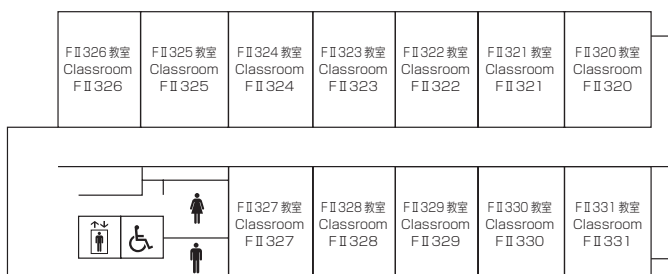
Classrooms II <Bldg F II>

教室棟 II

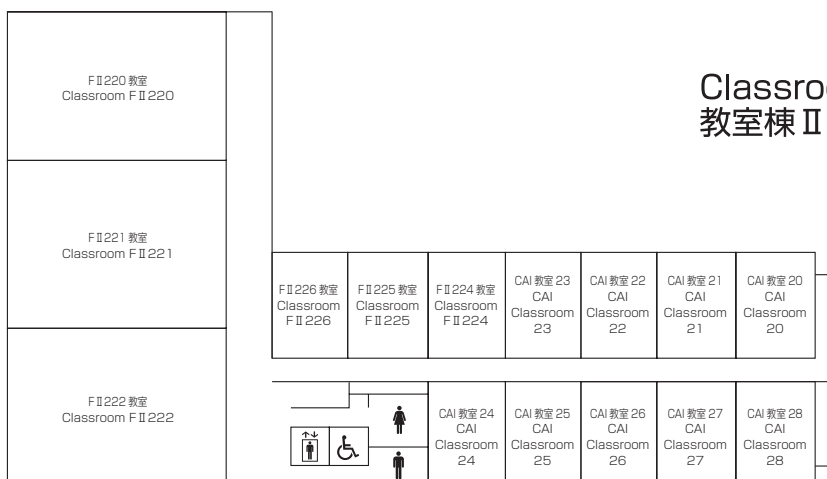
3F 教室 F II 320 ~ F II 331
Classrooms F II 320 ~ F II 331

2F 教室 F II 220 ~ F II 222 · F II 224 ~ F II 226 CAI教室20 ~ 28
Classrooms F II 220 ~ F II 222 · F II 224 ~ F II 226 CAI Classrooms 20 ~ 28

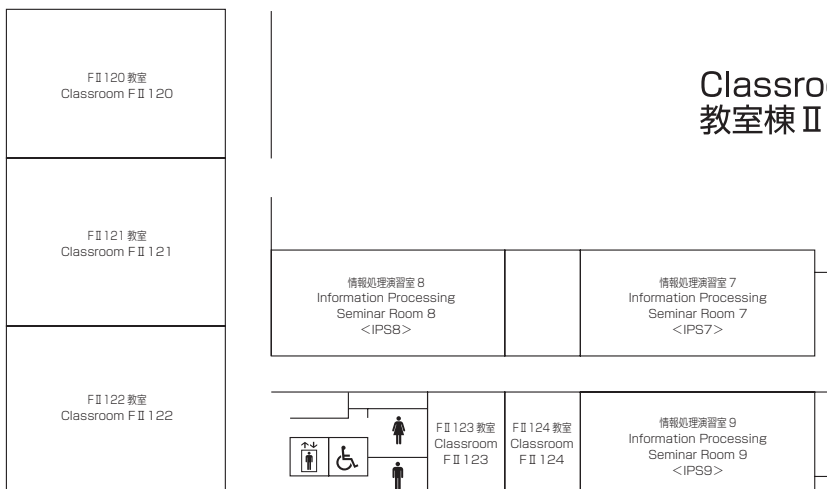
1F 教室 F II 120 ~ F II 124 情報処理演習室7 ~ 9
Classrooms F II 120 ~ F II 124 Information Processing Seminar Rooms 7 ~ 9



Classrooms 3F
教室棟 II



Classrooms 2F
教室棟 II

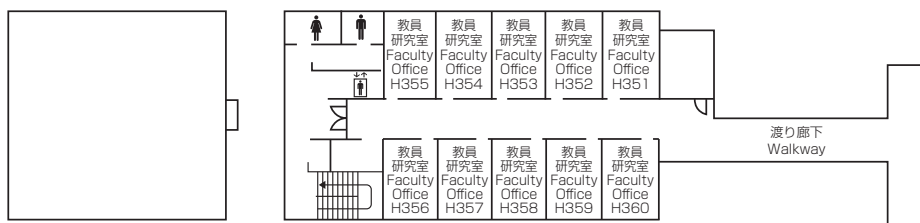


Classrooms 1F
教室棟 II

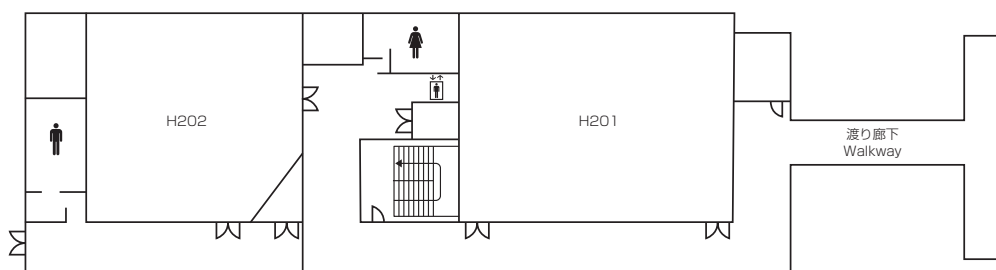
Graduate School <Bldg H>

大学院棟

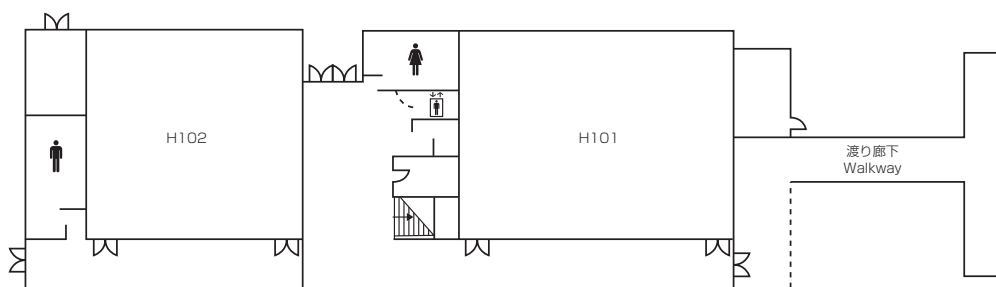
3F	教員研究室H351 ~ H360 Faculty Office H351 ~ H360
2F	H201-H202教室 Classroom H201-H202
1F	H101-H102教室 Classroom H101-H102



Graduate School 3F
大学院棟



Graduate School 2F
大学院棟

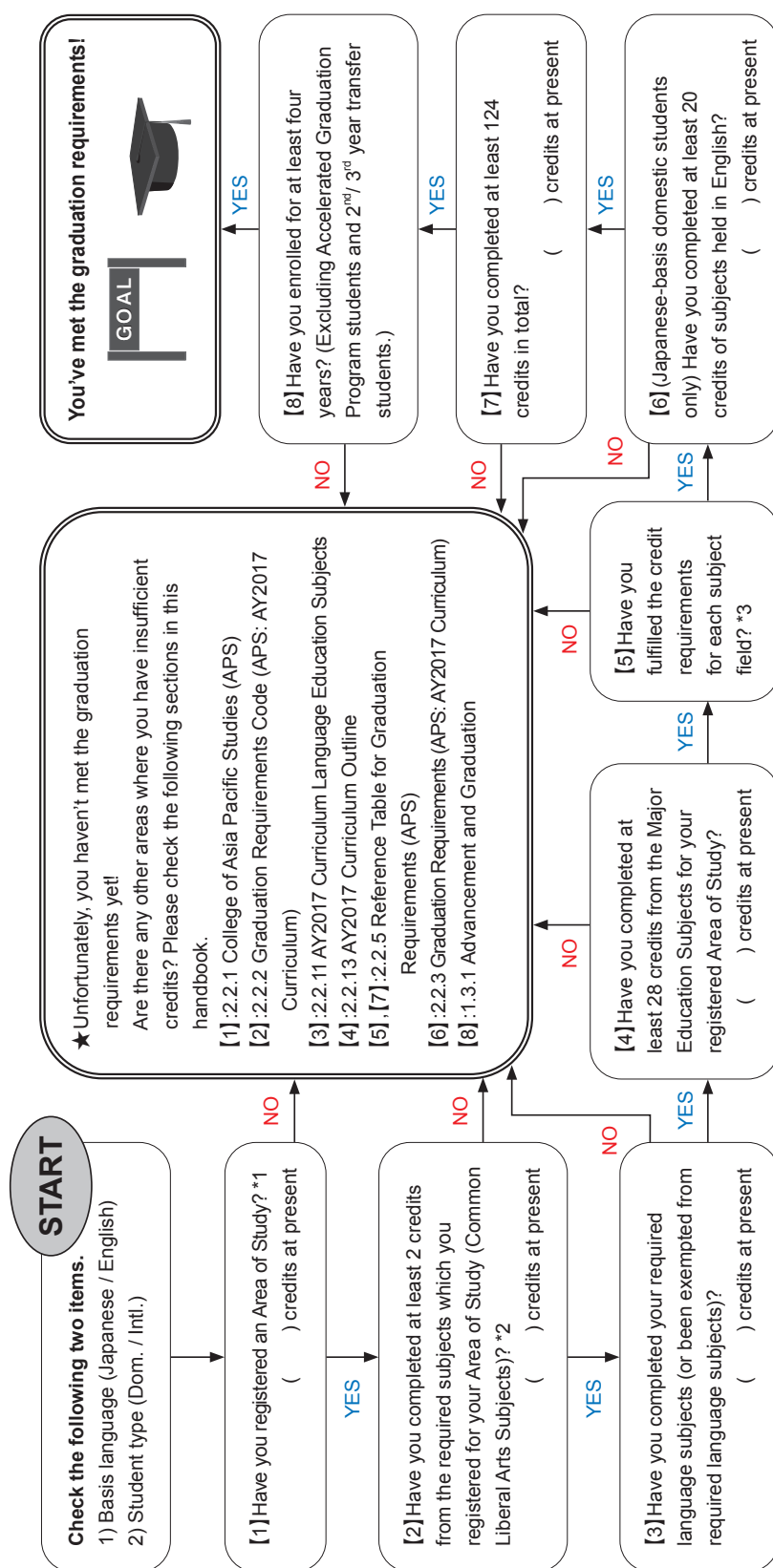


Graduate School 1F
大学院棟

Campus Map Index

Room Name	Alias	Building Name(1)	Building Name(2)	Floor	Room Name	Alias	Building Name(1)	Building Name(2)	Floor
Student Office		Bldg A	Administration	1	Classrooms D 101-108		Bldg D	Media Center	1
Career Office		Bldg A	Administration	1	Multimedia Room		Bldg D	Media Center	1
CREOTECH CO., LTD Office		Bldg A	Administration	1	Extention Center		Bldg D	Media Center	1
Central Security Office		Bldg A	Administration	1	On-Campus Student Job Center		Bldg D	Media Center	1
Health Clinic		Bldg A	Administration	1	Writing Center		Bldg D	Media Center	1
Counseling Room		Bldg A	Administration	1	AMC (Analytics and Math Center)	AMC	Bldg D	Media Center	1
Admissions Office		Bldg A	Administration	2	APU Library		Bldg D	Media Center	2
Administration Office		Bldg A	Administration	2	Classrooms D 201-214		Bldg D	Media Center	2
Convention Hall		Bldg A	Administration	2	Classrooms D301-305		Bldg D	Media Center	3
Conference Rooms		Bldg A	Administration	2	CAI Classrooms 1-12	CAI	Bldg D	Media Center	3
Reception Room		Bldg A	Administration	2	Information Processing Seminar Room (IPS) 1-6	IPS	Bldg D	Media Center	3
Conference Room 1		Bldg A	Administration	3	Multimedia Lab I		Bldg D	Media Center	3
Conference Room 2		Bldg A	Administration	3	Information Systems Administrative Office		Bldg D	Media Center	3
Conference Room 3		Bldg A	Administration	3	Classrooms F 101-112		Bldg F	Classrooms	1
Conference Room 4		Bldg A	Administration	3	Self-Access Learning Center	SALC	Bldg F	Classrooms	1
Conference Room 5		Bldg A	Administration	3	HUT OF PEACE SPIRIT-Tea Ceremony Room	Chashitsu	Bldg F	Classrooms	1
Conference Room 6		Bldg A	Administration	3	Classrooms F201-214		Bldg F	Classrooms	2
Secretaries to the Executives Team		Bldg A	Administration	4	TA Office		Bldg F	Classrooms	2
Public Relations Team		Bldg A	Administration	4	Classrooms F301-304		Bldg F	Classrooms	3
Institutional Research & Planning Team		Bldg A	Administration	4	Faculty Offices F331-346		Bldg F	Classrooms	3
Parent Relations Team		Bldg A	Administration	4	Classrooms F II 120-124		Bldg F II	Classrooms II	1
Social Affiliations Team		Bldg A	Administration	4	Information Processing Seminar Rooms 7-9		Bldg F II	Classrooms II	1
Executive Offices		Bldg A	Administration	4	Classrooms F II 220-222, II 224-226		Bldg F II	Classrooms II	2
Reception Room		Bldg A	Administration	4	CAI Classrooms 20-28	CAI	Bldg F II	Classrooms II	2
Conference Room		Bldg A	Administration	4	Classrooms F II 320-331		Bldg F II	Classrooms II	3
Guest Room 1		Bldg A	Administration	5	Classrooms H101-H102		Bldg H	Graduate School	1
Guest Room 2		Bldg A	Administration	5	Classrooms H201-H202		Bldg H	Graduate School	2
Guest Room 3		Bldg A	Administration	5	Faculty Offices H351-360		Bldg H	Graduate School	3
Guest Room 4		Bldg A	Administration	5	Millennium Hall		Bldg C	Millennium Hall	1
Guest Room 5		Bldg A	Administration	5	Cafeteria		Bldg E	Student Union	1
Guest Room 6		Bldg A	Administration	5	Co-op Office		Bldg E	Student Union	1
Guest Room 7		Bldg A	Administration	5	Pacific Café		Bldg E	Student Union	1
Guest Room 8		Bldg A	Administration	5	Atelier		Bldg E	Student Union	1
Guest Room 9		Bldg A	Administration	5	Student Hall		Bldg E	Student Union	2
Guest Room 10		Bldg A	Administration	5	Student Council Room		Bldg E	Student Union	2
Academic Office		Bldg B	Faculty Offices	1	Multimedia Lab II		Bldg E	Student Union	2
Research Office		Bldg B	Faculty Offices	1	Student Lounge		Bldg E	Student Union	2
Faculty Lounge		Bldg B	Faculty Offices	1	Event Space		Bldg E	Student Union	2
Printing Room		Bldg B	Faculty Offices	1	Japanese-style Room		Bldg E	Student Union	2
Research Meeting Room 3	RMR3	Bldg B	Faculty Offices	2	Music Studio		Bldg E	Student Union	2
Research Meeting Room 4	RMR4	Bldg B	Faculty Offices	2	Conference Rooms		Bldg E	Student Union	2
Research Meeting Room 5	RMR5	Bldg B	Faculty Offices	2	Quiet Space		Bldg E	Student Union	2
Research Meeting Room 6	RMR6	Bldg B	Faculty Offices	2	Co-op		Bldg E II	Student Union	1
Lounge		Bldg B	Faculty Offices	2	Presentation Space		Bldg E II	Student Union	2
Cyber Study Room		Bldg B	Faculty Offices	2	Multi purpose Hall		Bldg E II	Student Union	2
GSA Master's Students Common Room		Bldg B	Faculty Offices	2	Arena		Bldg G	Gymnasium	1
GSA Doctoral Students Common Room		Bldg B	Faculty Offices	2	Fitness Room		Bldg G	Gymnasium	1
Center for Business Case Education		Bldg B	Faculty Offices	2	Staff Room		Bldg G	Gymnasium	1
RCAPS Conference Room		Bldg B	Faculty Offices	2	Locker Room		Bldg G	Gymnasium	1
GSM Master's Students Common Room		Bldg B	Faculty Offices	2	Shower Room		Bldg G	Gymnasium	1
Visiting Research Fellows Joint Research Room		Bldg B	Faculty Offices	2	Activity Room		Bldg G	Gymnasium	2
Honorary Doctorate HIRAMATSU Morihiko "One Village One Product Movement" Research Room		Bldg B	Faculty Offices	2	Martial Arts Room		Bldg G	Gymnasium	2
Faculty Offices B 301-327		Bldg B	Faculty Offices	3	Rooms		APHouse	AP House 1	
Seminar Project Rooms 1-3	SPR1-3	Bldg B	Faculty Offices	3	AP House Office		APHouse	AP House 1	
Information Corner		Bldg B	Faculty Offices	3	Meeting Room		APHouse	AP House 1	
Faculty Offices B 401-427		Bldg B	Faculty Offices	4	Internet Room		APHouse	AP House 1	
Seminar Project Rooms 4-6	SPR4-6	Bldg B	Faculty Offices	4	AP House 1 Security Office		APHouse	AP House 1	
Information Corner		Bldg B	Faculty Offices	4	Rooms		APHouse	AP House 2	
Faculty Offices B 501-527		Bldg B	Faculty Offices II	5	Meeting Room		APHouse	AP House 2	
Seminar Project Rooms 7-9	SPR7-9	Bldg B	Faculty Offices II	5	Internet Room		APHouse	AP House 2	
Information Corner		Bldg B	Faculty Offices II	5	AP House 2 Security Office		APHouse	AP House 2	
Lecturer Offices		Bldg B II	Faculty Offices II	1					
Student Counseling Room		Bldg B II	Faculty Offices II	1					
Meeting Room		Bldg B II	Faculty Offices II	1					
Director Room		Bldg B II	Faculty Offices II	1					
Printing Room		Bldg B II	Faculty Offices II	1					
Confucius Institute at Ritsumeikan Asia Pacific University		Bldg B II	Faculty Offices II	1					
Faculty Offices B II 261-B II 274		Bldg B II	Faculty Offices II	2					
Faculty Offices B II 361-B II 387		Bldg B II	Faculty Offices II	3					
APU Library		Bldg D	Media Center	1					

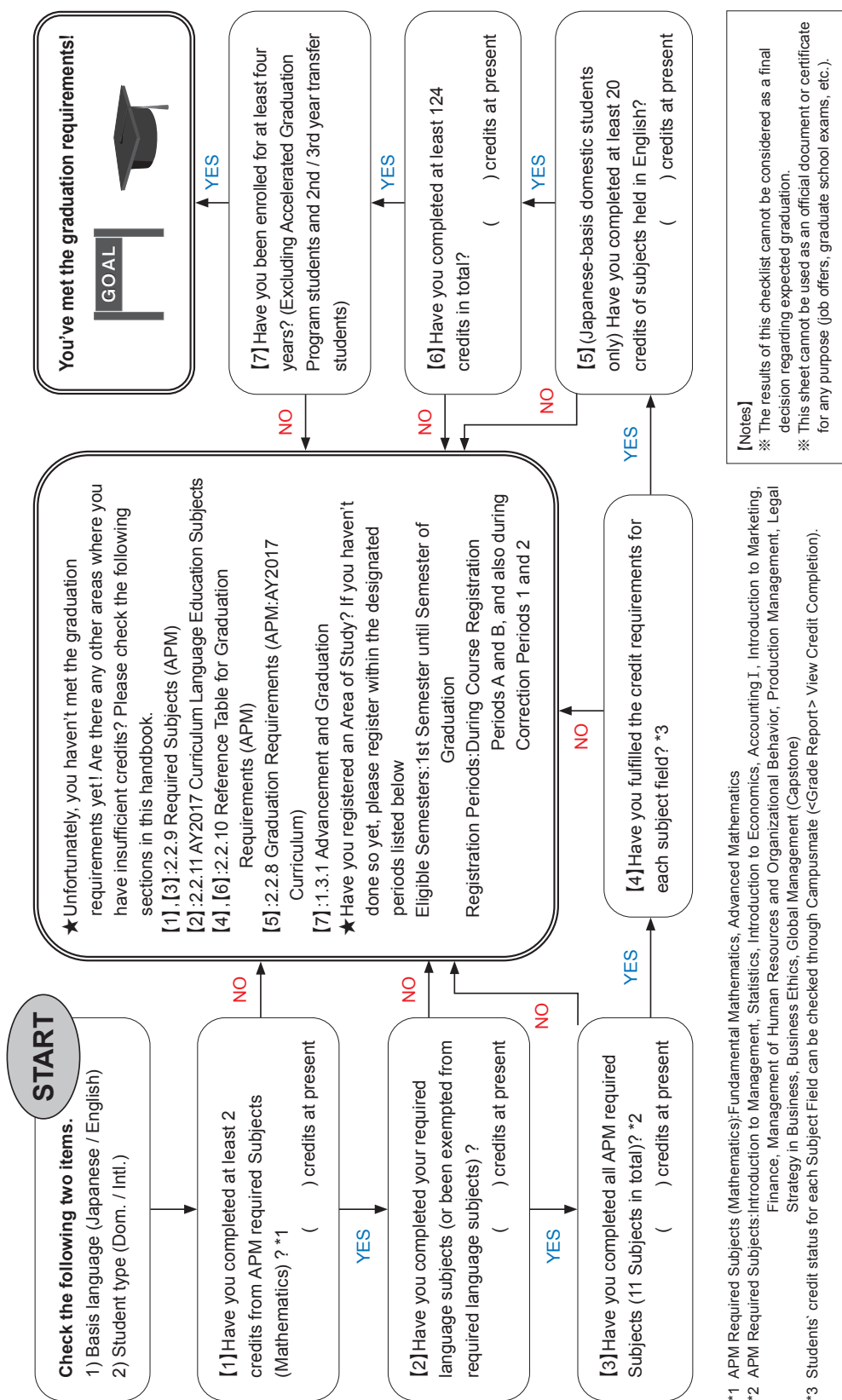
Graduation Requirements: Checklist



*1 Area of Study : Environment & Development, Hospitality & Tourism, International Relations & Peace Studies, Culture, Society & Media
 *2 Required Subjects for each Area of Study : Introduction to Environmental Studies, Introduction to Developmental Studies, Introduction to Tourism and Hospitality, Introduction to International Relations, Introduction to Culture and Society, Introduction to Media Studies
 *3 Students' credit status for each Subject Field can be checked through Campusmate (<Grade Report> View Credit Completion)

[Notes]
 ※ The results of this checklist cannot be considered as a final decision regarding expected graduation.
 ※ This sheet cannot be used as an official document or certificate for any purpose (job offers, graduate school exams, etc.).

Graduation Requirements: Checklist



		月/Mon.	火/Tue.	水/Wed.	木/Thu.	金/Fri.	土/Sat.	セッション/Session	
1	1Q							1	
	2Q							2	
2	1Q							3	
	2Q								
3	1Q								
	2Q								
4	1Q								
	2Q								
5	1Q								
	2Q								
6	1Q								
	2Q								

		月/Mon.	火/Tue.	水/Wed.	木/Thu.	金/Fri.	土/Sat.	セッション/Session	
1	1Q							1	
	2Q							2	
2	1Q							3	
	2Q								
3	1Q								
	2Q								
4	1Q								
	2Q								
5	1Q								
	2Q								
6	1Q								
	2Q								

Cut 

This image shows a full page of white paper with horizontal dashed lines, typical of primary school handwriting practice paper. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

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