

To All APU Students,  
(For Enrolled Students),

Ritsumeikan Asia Pacific University  
MEIRMANOV Serik  
Dean of Academic Affairs

# AY 2022 FALL SEMESTER CLASSES

To return to carrying out academic and extra-curricular activities in the multicultural environment that APU is best known for while prioritizing the lives, health, and safety of our students, faculty, and staff, in principle AY 2022 Fall Semester classes will be held in person. Please read through the information below for more information on the class format of each subject, preventative measures, and important notes and warnings.

## 1. OVERVIEW OF AY 2022 FALL SEMESTER CLASSES

### BASIC APPROACH TO CLASS IMPLEMENTATION

- In principle, all students are required to attend class in-person in the classroom. However, special consideration may be given to students with underlying medical conditions that make it difficult to attend class in the classroom, such as those that are likely to become severely ill in the event they contract COVID-19, to allow them to attend class online via Zoom. For details on the application procedure, please see section 5, "Special considerations for students with difficulty attending class in-person."
- The seating capacity of each classroom for in-person classes will be based on the requirement that there be 1 meter of distance between students. The university will set an upper limit on the number of students who can take each class based on this requirement. As such, in principle students will be able to take in-person classes in the classroom on a first-come-first-serve basis, and no more students will be permitted to enter the classroom once it reaches full capacity. Remaining students will be asked to attend the class online from one of the open classrooms prepared in advance. Please follow your professor's instructions regarding the class format from the following week onwards.
- After classes start, in-person classes may be moved online-only depending on the COVID-19 situation and APU's BCP Level. Please make the necessary preparations to take classes online in advance. Students should check Campus Terminal and announcements from the university regularly.
- Students who have not yet come to Japan must enter the country before the start of fall semester classes. Except for students with underlying health conditions who apply via the procedure below, no one will be permitted to take online classes. If you do not attend class in-person you will be considered absent. However, if the Japanese government strengthens immigration restrictions or there are other circumstances that prevent students from being able to enter the country, special consideration will be given to permit them to attend class online.

### FORMAT OF EACH TYPE OF CLASS (UNDERGRADUATE/GRADUATE COURSES)

Target Courses	Class Format	Overview
Lecture Courses Language Courses	In-person	1. In principle, these courses will be held in person in the classroom. However, there are some students who cannot take classes in person because they have underlying conditions or cannot enter Japan. Such students will be able to take these courses online via Zoom. * Please check the AY 2022 Fall Semester course timetable for details.  2. In-person classes If the classroom is full, you can move to another pre-determined classroom and take the course online. If a class runs out of seats, the instructor will inform you of any changes in the class format from the following week.
	In-person only (cannot take online)	These are courses that are difficult to implement online because they have practical elements. These courses can only be taken in person (cannot apply to take them online). * Students should not register for these courses if they are unable to come to campus.
Some Lecture Courses	Online (Zoom) only (cannot take in-person)	These courses can only be taken online. These courses cannot be taken in person. * Students do not need to apply in advance to take classes online for courses that are only held online. * Please check the AY 2022 Fall Semester timetable to see which courses will be held online.
3 <sup>rd</sup> / 4 <sup>th</sup> Year Seminars Graduate Seminars	The course instructor will decide the format of the class based on the situation of each student. Please follow the instructions given by the course instructor.	

## 2. PREVENTATIVE MEASURES IN IN-PERSON CLASSROOMS

- ① Classroom Sanitation
  - A sanitizing coating has been applied to all surfaces in the classroom, including desks, chairs, walls, classroom equipment, etc.
- ② Droplet Prevention
  - Acrylic barriers have been set up in front of instructors' desks
  - Instructors will wear masks during class.
- ③ Classroom Ventilation
  - Ventilation fans are always on in each classroom.
  - Both classroom doors and all windows will be kept open before the start of first period.
  - In principle, doors and windows will be kept open during classes. However on rainy or cold days, they may only be opened for 10 minutes every hour for ventilation. The windows will be opened after class.
  - Large fans will be set up at the front and back of large classrooms.
- ④ Health Management
  - Thermometers have been set up in every building. If you are warned that you have a temperature of 37.5°C or higher, please avoid contact with other people and go to the Health Clinic to check your temperature again using a medical thermometer.

## 3. NOTES AND WARNINGS FOR THE START OF IN-PERSON CLASSES

- Students must wear masks on campus. (If you are not wearing a mask, you will not be allowed to attend class in the classroom. If you forget to bring a mask, please purchase one yourself from Lawson or the Co-op.)
- Please avoid the Three Cs both on and off campus and wash your hands, sanitize, and gargle frequently.
- When using a computer provided by the university, please bring your own earphones/headphones. If you forget them, please purchase some from Lawson or the Co-op.
- If you are feeling unwell, please consult with the Health Clinic straight away.
- Please refrain from speaking while eating in the cafeteria, etc. Please avoid group meals, parties, karaoke, and other activities that increase the risk of infection. When using public transportation to commute to campus, please wear a mask and refrain from talking on the bus or train.

## 4. EXAMS

During the final exam period exams may be held in-person in regular or PC classrooms, online outside of regular or PC classrooms, or as final reports. In some classes, grade evaluation is carried out through regular assignments (mid-term exams, mid-term reports, in-class reports, in-class quizzes, daily points, etc.). Please check with the instructor of each class for details.

## 5. SPECIAL CONSIDERATIONS FOR STUDENTS WITH DIFFICULTY ATTENDING CLASS IN-PERSON

Special consideration may be given to students with underlying medical conditions that make it difficult to attend class in the classroom, such as those that are likely to become severely ill in the event they contract COVID-19. If you want to apply for this special consideration, please check the website below for information on which underlying health conditions may qualify, then submit your application by August 31, 2022. The university will screen all submitted applications and notify students of the results. Students who received approval for the AY 2022 spring semester should reapply with information on their current health condition.

[\*Special considerations for students with underlying health conditions likely to cause serious illness\*](#) (Academic Office website)

## 6. SCHEDULE

July 25, 2022	Application period starts for students who cannot attend in-person classes due to underlying conditions
Early September 2022	Class timetable and syllabi announced
Middle September 2022	Course Registration Period A
Late September 2022	Course Registration Period B
October 3, 2022	Start of Spring Semester classes

## 7. TO ALL STUDENTS

Finally, university-implemented measures alone are not enough to prevent the spread of COVID-19 on campus. All undergraduate students, graduate students, faculty, and staff must work together to act in line with the 'new lifestyle' required for living with COVID-19. At places like universities where many people gather in one place, there is not only a risk to yourself but also a risk of passing illness on to other students, faculty, and staff. We hope that you will keep this in mind while taking classes during the Fall Semester.

Contact: Academic Office / [academi1@apu.ac.jp](mailto:academi1@apu.ac.jp) -End-