

Section 1

Graduate School of Asia Pacific Studies Master's Program

GSAM

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1-1. Outline of the Master's Degree Programs

Degree Programs

Degrees offered in the Graduate School of Asia Pacific Studies Master's Programs are as follows:

Degree Type	Major	Degree Awarded on Completion
MS	Asia Pacific Studies (APS)	Master of Science in Asia Pacific Studies
MS	International Cooperation Policy (ICP)	Master of Science in International Cooperation Policy

Graduate School of Asia Pacific Studies, Master's Programs - Structure and Outline

Master's Program in Asia Pacific Studies

1) Policy for Curriculum Structure

In light of the educational objectives stipulated in the University Regulations, the Master's Program in Asia Pacific Studies is composed of two Divisions—International Relations and Society and Culture—each with its own curriculum. Each Division will offer its own Major Subjects, and Analytical Foundation Subjects and Core Subjects on the Asia Pacific Region will be offered jointly with the International Cooperation Policy Major to provide students with basic research skills and knowledge on the Asia Pacific. Meanwhile, students will receive individual research supervision in the Seminars.

a) International Relations (IR)

The International Relations (IR) division is aimed at expanding the students' empirical knowledge base and sharpening their analytical and theoretical thinking about social, economic, political, and security phenomena in the globalizing world. The courses in this division provide a useful knowledge base for both academic-bound students and practitioner-bound students with an intended career in security, diplomacy, and media. The major courses in this division include international security, international political economy, international law, and conflict resolution and allow students to choose their subfield(s) to focus on toward their paper writing.

b) Society and Culture (SC)

The Asia Pacific is one of the most rapidly developing regions in recent decades. To capture the patterns of social and cultural changes that occurred, the Society and Culture (SC) division is devoted to promote comparative academic research on the region. The students can acquire practical skills in formulating and conducting research using theories and methods developed in sociology, cultural anthropology, or communication and media studies. With knowledge concerning social and cultural backgrounds of the countries in the regions, it enables students to have greater employment opportunities in government, industrial, commercial and academic institutes.

2) Policy for Curriculum Implementation

In their coursework, students will gain a solid understanding of research methods and basic knowledge of the Asia Pacific, upon which they will pursue subjects primarily in their respective divisions. They may also take subjects from the International Cooperation Policy Major and other divisions.

Based on their individual research topics, students will receive research supervision and work on a final written assignment in the seminars.

Master's Program in International Cooperation Policy

1) Policy for Curriculum Structure

In light of the educational objectives stipulated in the University Regulations, the Master's Program in International Cooperation Policy is composed of four Divisions— International Public Administration, Sustainability Science, Tourism and Hospitality and Development Economics—each with its own curriculum.

Each Division will offer its own Major Subjects, and Analytical Foundation Subjects and Core Subjects on the Asia Pacific Region will be offered jointly with the International Cooperation Policy Major to provide students with basic research skills and knowledge on the Asia Pacific. Meanwhile, students will receive individual research supervision in the Seminars.

a) International Public Administration (IPA)

The International Public Administration (IPA) division is aimed at providing knowledge and skills to those who are interested in pursuing an advancing career in national and international governmental organizations in an era of increasing globalization. The study at the division

enables students to improve professional and practical skills to manage and evaluate administrative operations and policies in national, regional, and global settings. The major courses in this division relate to international organizations, international cooperation policy, and public administration form the foundation, on which each student can further build more focused study depending on their intended policy fields.

b) Sustainability Science (SS)

Sustainability Science is the application of science for achieving the goals of sustainable development. Sustainability Science is about using science in the analysis, planning and implementation of policies and actions dealing with interactions between the society and nature with a view to creating a sustainable future for all. It involves the scientific understanding of society-nature interactions; linking research with policy and actions; generating new knowledge, tools and techniques; and enhancing scientific and institutional capability for promoting resilience and sustainability. The students are expected to gain holistic perspective, integrative skills, and trans-disciplinary orientation as they engage in analyzing and managing population-resource-technology-institution interactions relevant to particular problems and issues or ecological settings, both man-made and natural ecosystems.

c) Tourism and Hospitality (TH)

Tourism is a fast growing economic sector that transforms societies and communities in the Asia Pacific region. The Tourism and Hospitality (TH) division looks at various aspects of tourism (both mass tourism and alternative tourism) and its economic, social, cultural and environmental impacts on societies and communities, mostly through the lenses of the human and social sciences. The division also studies the theory and practice of hospitality management as it relates to the tourism, service, and health and welfare industries. The knowledge and academic / professional skills obtained from our division will be useful to a wide variety of employment opportunities, in government service, international organizations, and private corporations, as well as to further study in Master's and Doctoral programs.

d) Development Economics (DE)

The Development Economics (DE) division is aimed at those who are interested in the socio-economic issues of the developing world. Study in this division enables students to improve their critical and analytical skills in development economics, including industrial development, social development, political development, rural development and poverty alleviation, as well enhancing their professional and practical skills related to international development. This division also aims to enhance the development of research skills in this field for those who are wishing to pursue further study. The knowledge and skills obtained will provide a wide variety of employment opportunities in international organizations, national and local governments, international development agencies, NGOs, and development consultancy firms.

2) Policy for Curriculum Implementation

In their coursework, students will gain a solid understanding of research methods and basic knowledge of the Asia Pacific, upon which they will pursue subjects primarily in their respective divisions. They may also take subjects from the Asia Pacific Studies Major and other divisions.

Based on their individual research topics, students will receive research supervision and work on a final written assignment in the seminars.

Conferral of Degrees

The GSA Faculty Council will review each student's credit record and the results of the Master's Thesis or Research Report examination. The reviewed results will be presented to the Higher Degrees Committee for approval. Following approval by the Higher Degrees Committee, the president will confer the Master's Degree.

Rescindment of Degrees

If it is found that a graduate has obtained their degree through improper means, or if the recipient has done anything to damage the University's reputation, the President may decide to rescind (cancel) a degree previously granted.

Divisions and Programs

Graduate students must belong to one of the following Divisions. Students should choose their Division at the time of enrollment.

GSAM Majors, Divisions and Programs

Major	Division
Asia Pacific Studies	International Relations (IR)
	Society and Culture (SC)
International Cooperation Policy	International Public Administration (IPA)
	Sustainability Science (SS)
	International Material Flow Management Program (IMAT)
	Tourism and Hospitality (TH)
	Development Economics (DE)

■ International Material Flow Management (IMAT) Program

IMAT Dual Degree program students spend their first year studying at APU and the second year at the Institute for Applied Material Flow Management (IfaS), University of Applied Sciences Trier, Germany. The program offers an integrated knowledge in engineering, economics, law, natural and social sciences. In addition to the learning goals of Sustainability Science Division, the program also offers knowledge on how to link economic development with environmental protection in the fields of energy, water, waste or other material streams, through the use of optimized technology management strategies. Students will also have the opportunity to participate in an internship in Germany. At APU the IMAT Program belongs to the Sustainability Science Division. As such, completion requirements for the APU portion of the program are the same as those for the Sustainability Science Division (see p. 4-5). However, IMAT students will be expected to take some specific subjects and participate in extra IMAT classes held irregularly throughout the year.

Due to the intense nature of this dual-degree program, students must participate for the full 2 years. Students from the Sustainability Science Division who wish to participate in the program after enrolling at APU may do so by submitting the prescribed form by the last working day of November in their first year of enrollment. For the final written outcome of their studies, IMAT students submit a master's thesis or research report to APU and a master's thesis to IfaS in Germany.

1-2. Completion Requirements and Credit Registration Limits

Basic Requirements for Completion

Students will be qualified for the degree upon completion of the following requirements:

1. **Period of Enrollment:** In principle, a student must be enrolled as a regular, full-time student in the Master's Program for 2 years. However, the degree may also be granted to outstanding students (see p. 86) in less than 2 years. In this case, the minimum period of full-time enrollment is 1 year*. Those interested in completing in 1 or 1.5 years should consult with a supervisor upon entry to the Graduate School.
* IMAT program students are under 2-year enrollment due to program regulations.
2. **Credit Requirements:** Students are required to earn 32 credits or more which must include 4 credits from Analytical Foundation Subjects, 4 credits from Core Subjects on the Asia Pacific Region, 4 credits from Seminars and 10 credits from Major Subjects to complete the program.
3. **Master's Thesis and Research Report Requirements:** All students must complete an extended piece of writing, which presents the findings and conclusions of their individual research. Students from both majors, APS and ICP, must complete either a Master's Thesis or Research Report which must be approved in accordance with the University's examination procedures. For further details on requirements and examination procedures, see Section "1-5. Master's Thesis and Research Report".

Credit Requirements for Completion

Students must acquire at least 32 credits for program completion. In addition to the designated minimum number of credits from Analytical Foundation Subjects (4 credits), Core Subjects on the Asia Pacific Region (4 credits), Seminars (4 credits) and Major Subjects within the affiliated Division (10 credits), students must complete at least 10 additional credits from any of the subject categories listed below. For more information on class operations, evaluation procedures, standards, etc. see Section "5-2. Operation of Classes". See p. 5 for a complete list of GSAM subjects.

Subject Category	Minimum Required Credits		Subject Name	Credit Rules
Analytical Foundation Subjects	4			
Core Subjects on the Asia Pacific Region	4 or more			Any credits earned from Core Subjects on the Asia Pacific Region exceeding the minimum required credits of 4 will count towards the credits required for program completion.
Seminars	4 or more	2	Research Project	The minimum required 4 credits include 2 credits from Final Research Project. Any credits earned from Seminars exceeding the minimum requirement of 4 credits will count towards the credits required for program completion.
		2	Final Research Project	
Major Subjects	10 or more	10	Major Subjects 1	Students must complete at least 10 credits from Major Subjects from their affiliated Division.
		—	Major Subjects 2	Any credits earned from APS / ICP Major Subjects outside the student's affiliated Division; these credits will count towards the credits required for program completion.
Core Related Subjects	—			Credits earned from Core Related Subjects will count towards the credits required for program completion.
TOTAL		32 or more		

Credit Registration Limits

GSAM Model Registration – it is recommended that students register for courses as shown below.

	Maximum Credit Limit	Standard 2-year Completion	1.5-year Completion	1-year Completion
1st Semester	22	10	14	20
2nd Semester	22	10	14	12
3rd Semester	22	10	4	—
4th Semester	22	2	—	—

- Note:** 1. Students will not be penalized or charged extra fees for earning more than 32 credits.
2. Upon acquisition of 32 credits and the fulfillment of all graduation requirements, students will be awarded a Master's degree. Students may not register for additional subjects after completing all graduation requirements.

Graduate School of Asia Pacific Studies Master's Programs (GSAM) Subject List

Note: All subjects are awarded 2 credits upon completion.

Major	Subject Category			Minimum Required Credits		Subject Name	
APS & ICP	Analytical Foundation Subjects			4 Credits		Research Methods and Academic Writing Information Resources and Data Analysis	
	Core Subjects on the Asia Pacific Region			4 Credits or more		Social and Cultural Processes in the Asia Pacific Politics and Economics in the Asia Pacific Environment and Sustainable Development in the Asia Pacific Tourism in the Asia Pacific Public Health in the Asia Pacific	
	Seminars	Research Projects		4 Credits or more	2	Research Project I Research Project II Research Project III	
		Final Research Project			2	Final Research Project	
APS	APS Major Subjects	International Relations (IR)		10 Credits* or more *Students must acquire <u>at least 10 credits</u> from subjects within their affiliated Division	Regionalism and Globalization International Law International Political Economy Comparative Politics and Government Special Studies (International Relations) Conflict Resolution International Security		
		Society and Culture (SC)			Changing Social Landscapes Media and Communication Migration and Trans-nationalism Social Organizations and Institutions Sociology of Everyday Life Special Studies (Society and Culture) Cultural Change		
ICP	ICP Major Subjects	International Public Administration (IPA)			Disaster Relief and Rehabilitation Special Studies (International Public Administration) International Public Administration International Organizations Project Management Planning and Evaluation Community Development		
		Sustainability Science (SS)			Environment and Natural Resources Conservation Advanced Environmental Geosciences Environmental Policy, Law and Administration Environmental Economics Urban Sustainability Industrial Ecology Special Studies (Sustainability Science)		
		Tourism and Hospitality (TH)			Tourism Economics Cultural and Heritage Tourism Environmental Tourism Community Based Tourism Health and Wellness Tourism Special Studies (Tourism and Hospitality) Tourism Policy and Planning		
		Development Economics (DE)			Development Economics Macroeconomics Development Finance Comparative Economic Development Microeconomics Community Development Special Studies (Development Economics)		
APS & ICP	Core Related Subjects			—		Decision Making Under Uncertainty Information Technology and Operations Management Product Development Strategy Marketing Strategy Marketing Research Hospitality Management Management Information Systems Database Management Advanced Data Analysis and Statistics	
				Total: 32 Credits or more		* Any credits from Core Related Subjects as well as credits earned exceeding the minimum credits requirement for any of the above Subject Categories will fulfill the 32-Credit Requirement for Program Completion .	

Subject Code	Subject Category	Division	Subject Name	Credits
051014	Analytical Foundation Subjects		Research Methods and Academic Writing	2
051024			Information Resources and Data Analysis	2
051054	Core Subjects on the Asia Pacific Region		Social and Cultural Processes in the Asia Pacific	2
061074			Politics and Economics in the Asia Pacific	2
061284			Environment and Sustainable Development in the Asia Pacific	2
061314			Tourism in the Asia Pacific	2
061414			Public Health in the Asia Pacific	2
061514			Special Studies (Core Subjects on the Asia Pacific Region)*	2
071014			Research Project I	2
071024			Research Project II	2
071034	Seminars		Research Project III	2
071054			Final Research Project	2
051040	APS Major Subjects	IR	Regionalism and Globalization	2
051044			International Law	2
051090			International Political Economy	2
061114			Comparative Politics and Government	2
061154			Special Studies (International Relations)	2
061214			Conflict Resolution	2
061464	APS Major Subjects	SC	International Security	2
061014			Changing Social Landscapes	2
061024			Media and Communication	2
061034			Migration and Trans-nationalism	2
061044			Social Organizations and Institutions	2
061054			Sociology of Everyday Life	2
061064			Special Studies (Society and Culture)	2
064074			Cultural Change	2
061124	ICP Major Subjects	IPA	Disaster Relief and Rehabilitation	2
061134			Special Studies (International Public Administration)	2
061140			International Public Administration	2
061160			International Organizations	2
061400			Project Management	2
061424			Planning and Evaluation	2
061474	ICP Major Subjects	SS	Community Development	2
051114			Environment and Natural Resources Conservation	2
051124			Advanced Environmental Geosciences	2
061224			Environmental Policy, Law and Administration	2
061230			Environmental Economics	2
061244			Urban Sustainability	2
061274			Industrial Ecology	2
063064			Special Studies (Sustainability Science)	2
061324	ICP Major Subjects	TH	Tourism Economics	2
061334			Cultural and Heritage Tourism	2
061344			Environmental Tourism	2
061354			Community Based Tourism	2
061364			Health and Wellness Tourism	2
061384			Special Studies (Tourism and Hospitality)	2
061394			Tourism Policy and Planning	2
061360	ICP Major Subjects	DE	Development Economics	2
061374			Macroeconomics	2
061420			Development Finance	2
061444			Comparative Economic Development	2
061454			Microeconomics	2
061474			Community Development	2
061484			Special Studies (Development Economics)	2
061534	Core Related Subjects		Decision Making Under Uncertainty	2
061544			Information Technology and Operations Management	2
062140			Product Development Strategy	2
062150			Marketing Strategy	2
062160			Marketing Research	2
062214			Hospitality Management	2
062404			Management Information Systems	2
062504			Database Management	2
062704			Advanced Data Analysis and Statistics	2
066034	Optional Subjects		Survival Japanese I	2
066044			Survival Japanese II	2
066054			Japanese for Communication I	2
066064			Japanese for Communication II	2
066074			Japanese for Communication III	2
066084			Japanese for Communication IV	2
066094			Special Studies (Japanese)*	2

* These are irregular subjects and are not frequently offered.

Curriculum Alignment Matrices (CAM)

GSA utilizes Curriculum Alignment Matrices (CAM) to give an overview of the expectations for what students should learn in each subject within their master program. The left-most row of the matrix indicates the given subjects. Enlisted in the upper columns of the matrix are the nine Learning Objectives and three Learning Goals they are aligned with.

The Learning Goals indicate the ideal characteristics that GSA hopes students to have acquired by the time they complete their degrees. Learning Objective further clarify more specific abilities students should acquire. Both the Learning Goals and Objectives were developed in alignment with the Declaration of the Occasion of the Opening of APU and the Mission of GSA.

Learning Goal		1. Broad knowledge and understanding of the various issues facing the Asia Pacific region		2. Advanced knowledge of discipline			3. Global perspectives	
Category	Learning Objective	1-a. Understand important social science issues involving the Asia Pacific Region.	1-b. Understand differences between issues of the Asia Pacific Region and other regions.	2-a. Understand the theories important for the discipline being studied	2-b. Understand the current important areas for research in the discipline.	2-c. Apply theories using standard methodologies and current analytical tools	3-a. Understand interdisciplinary theories involving the Asia Pacific region and how the region interacts with other regions	3-b. Understand critical perspectives of the Asia Pacific region from a global view.
	Subject							
Analytical Foundation Subjects	Research Methods and Academic Writing					○		
	Information Resources and Data Analysis					○		
Core Subjects on the Asia Pacific region	Politics and Economics in the Asia Pacific	○		○	○			
	Environment and Sustainable Development in the Asia Pacific	○		○	○			
	Social and Cultural Processes in the Asia Pacific	○		○				
	Tourism in the Asia Pacific			○	○			
	Public Health in the Asia Pacific			○	○			
Society and Culture	Cultural Change		○	○	○	○		○
	Sociology of Everyday Life		○	○	○	○		○
	Changing Social Landscapes (Changing Social Landscapes in the Asia Pacific)			○	○			
	Media & Communication				○			
	Migration & Trans-nationalism				○			
	Social Organizations and Institutions				○			
	Special Studies (Society and Culture)	○	○		○		○	○
International Relations	Comparative Politics and Government	○	○	○	○		○	
	Conflict Resolution			○	○			
	International Political Economy			○	○			
	International Security			○	○			
	Regionalism and Globalization	○	○				○	○
	International Law			○	○			
International Public Administration	Special Studies (International Relations)	○		○	○			○
	International Organizations			○	○			
	International Public Administration			○	○			
	Project Management							
	Planning and Evaluation				○	○		
	Disaster Relief and Rehabilitation				○	○		
	Special Studies (International Public Administration)				○	○		
Sustainability Science	Environmental Policy, Law and Administration			○	○	○		
	Environment and Natural Resources Conservation				○			○
	Industrial Ecology				○		○	
	Environmental Economics				○	○	○	
	Urban Sustainability				○	○		
	Advanced Environmental Geosciences				○	○		
Tourism and Hospitality	Special Studies (Sustainability Science)			○	○	○		
	Tourism Policy and Planning				○	○		
	Tourism Economics			○	○			
	Community Based Tourism			○		○		
	Cultural and Heritage Tourism			○	○			
	Environmental Tourism			○	○			
	Health and Wellness Tourism			○	○			
	Special Studies (Tourism and Hospitality) (ICT)			○	○			
Development Economics	Macroeconomics			○	○			
	Microeconomics			○	○			
	Development Economics			○	○			
	Development Finance			○	○			
	Community Development			○		○		
	Comparative Economic Development			○	○			
	Special Studies (Development Economics)			○	○	○		
Core Related Subjects	(Product Development Strategy)*							
	(Marketing Strategy)*							
	(Hospitality Management)*							
	(Marketing Research)*							
	Management Information Systems			○	○	○		
	Database Management					○		
	Advanced Data Analysis and Statistics					○		
	Decision Making Under Uncertainty			○		○		
	Information Technology and Operations Management					○		

*These subjects are jointly offered with GSM. Please refer to the GSM Curriculum Alignment Matrix on p. 52 for the specific learning goals and learning objectives.

1-3. Reference Information on GSAM Subjects

Recommended Elective Subjects

Recommended Elective Subjects are a combination of subjects outside the Major Subjects for the student's affiliated Division designed to deepen students' knowledge in their respective research field. Students are recommended to take the Recommended Elective Subjects listed under their Division in addition to the Major Subjects 1. Credits earned from these subjects will **NOT** fulfill the **Major Subjects 1** requirement but will count towards the credits required for program completion under the Major Subject 2 category.

Major	Division	Subject Name	
APS	International Relations (IR)	Changing Social Landscapes Migration and Trans-nationalism Social Organization and Institution	Disaster Relief and Rehabilitation International Public Administration International Organizations
	Society and Culture (SC)	Regionalism and Globalization Comparative Politics and Government Planning and Evaluation	Urban Sustainability Comparative Economic Development Community Development
ICP	International Public Administration (IPA)	International Law Comparative Politics and Government Conflict Resolution	Environmental Policy, Law and Administration Development Finance Comparative Economic Development
	Sustainability Science (SS)	Conflict Resolution Cultural Change Disaster Relief and Rehabilitation	Planning and Evaluation Environmental Tourism
	Tourism and Hospitality (TH)	Project Management Product Development Strategy Hospitality Management	Marketing Strategy Marketing Research
	Development Economics (DE)	International Political Economy International Public Administration International Organizations	Project Management Planning and Evaluation Environmental Economics

Special Studies

In general, Special Studies serve to supplement the content not sufficiently covered by regular subjects in the respective field. Students may take these Special Studies multiple times only if the contents of the lectures differ.

1-4. Seminars

Operation of Seminars

Seminars are subjects designed to help students with the preliminary readings and research, determination of a research topic, and to start systematic research and data collection. These subjects also help students to strengthen their research, writing and presentation skills and enrich their research through comments, suggestions and guidance by their individual supervisors, other faculty members and fellow students. Students will be registered for Seminars following the schedule below in accordance with their enrollment status (program completion length, semester of enrollment, supervisor).

Seminars' subject titles are Research Project I, II or III or Final Research Project. Research Project I refers to the seminar class in the 1st semester, Research Project II – to the one in the 2nd semester and Research Project III – to the 3rd semester seminar class. The Final Research Project is registered for during the final semester at APU.

1. All students must take Seminars consecutively from the first semester through the last semester of enrollment.
2. Students must complete one of the three Research Projects (Research Project I, II or III) **and** the Final Research Project.
3. The Master's Thesis or the Research Report is to be submitted during the semester in which Final Research Project is registered.

※During the course of study, students must take seminars as designated below.

Program Length	1st Semester	2nd Semester	3rd Semester	4th Semester
2-year Standard Completion	Research Project I	Research Project II	Research Project III	Final Research Project
1.5-year Accelerated Completion	Research Project I	Research Project II	Final Research Project	Program Completion
1-year Accelerated Completion	Research Project I	Final Research Project	Program Completion	

Seminar Structure

Seminars consists of the following two elements.

Individual Supervision

Every student is assigned an individual supervisor from their affiliated Division. The student will meet with their supervisor on an individual or small group basis and all meetings are scheduled individually between supervisors and students.

Joint Research Presentations

Joint Research Presentations will be held at least once per quarter and all faculty members and students shall attend the Joint Research Presentation within their Division. These presentations provide students with opportunities to present their research and receive feedback from faculty members other than their supervisors. The presentation requirements, including the timing and the number of the presentations, differ per Division and may depend on the student's enrollment status (1st semester, final semester, accelerated completion program, etc.). Students should consult with their supervisor and the Division Head for their presentation schedule, and should follow other details specified by their specific Division. Moreover, as a rule, all students are required to give a presentation at least once before the submission of their Master's Thesis / Research Report.

Joint Research Presentations Schedule

	Spring Semester	Fall Semester
Quarter 1	the Wednesday on or immediately before May 15	the Wednesday on or immediately before November 15
Quarter 2	the Wednesday on or immediately before July 10	the Wednesday on or immediately before January 15

First Seminar Meeting and Choosing a Seminar Supervisor

The **First Seminar Meetings** are organized for each Division on the 1st Wednesday after classes for the semester have begun to provide new students with an opportunity to meet with professors from each Division and choose a supervisor. Division Heads will report the selection of supervisors within 3 weeks of the First Seminar Meeting.

Seminar Registration for New Enrollees

New enrollees will be automatically registered for “Research Project I SA / FA” under the name of the Dean of the Graduate School of Asia Pacific Studies. The Academic Office will update students’ seminar registration once the supervisors have been decided. Students should confirm their registration via Campusmate during Correction Period 2.

Plan for Research Supervision

The Graduate School of Asia Pacific Studies requires that the supervisor prepares a yearly plan for research supervision, presents it to the student in advance and conducts research supervision in accordance with this yearly plan. The Plan for Research Supervision takes into account the content of the student’s individual research.

The Plan for Research Supervision is prepared to provide students with guidance that leads to the successful completion of their research output and ensures the quality of research.

It serves as a benchmark for students to plan and progress with their research in the subsequent year. It also serves as a document for the supervisor to monitor the progress of the student’s plans and research.

The Plan for Research Supervision is prepared for every year of enrollment at the beginning of the 1st and 3rd semesters.

Note 1: Students who have changed supervisors: the new supervisor will prepare and present a yearly Plan for Research Supervision. The period of research supervision in the Plan will depend on the time left until graduation.

Note 2: A Plan for Research Supervision will be prepared for students who extend their graduate program, and reinstated / readmitted students. The period of research supervision indicated in the Plan will depend on the extension period for students who are extending their programs and on the period until graduation for reinstated/readmitted students.

1-5. Master's Thesis and Research Report

All students must complete an extended piece of writing (Master's Thesis or Research Report) which presents the findings and conclusions of their individual research. A Master's Thesis or a Research Report is the accumulation of work and studies done in the seminar classes during the time enrolled at APU. Both APS and ICP students can choose between Master's Thesis and Research Report in the process of taking the seminar classes and in consultation with their supervisor.

Writing a solid research proposal is the first step towards the completion of a Master's Thesis or Research Report.

Research Proposal

All students must submit a research proposal approved by their supervisor for examination within the Division by the deadline set for their completion program. The research proposal should include the theme of the study, the research background and research question, the significance of the study, methodology and other specific information. Students should carefully read the "Procedures for Master's Thesis and Research Report in GSAM" and to the Graduate School website for further details about research proposal submission and deadline.

Research Proposal Submission Period:

1 year completion: 1st semester (when registered for Research Project I)

1.5 and 2 year completion: 2nd semester (when registered for research Project II)

Notification of Intent to Submit a Master's Thesis / Research Report

All students in their final semester should submit a Notification of Intent to Submit a Master's Thesis or a Research Report accompanied by a summary of their Master's Thesis / Research Report. Please refer to the Graduate School webpage for the appropriate form and submission deadlines. Notification of Intent and submission of a summary of the Master's Thesis / Research Report is required to ensure that appropriate examiners are appointed and a fair examination is conducted.

NOTE: Failure to submit this form may result in inappropriate selection of examiners which may also affect the entire examination process and result.

Features and Characteristics of the Master's Thesis / Research Report

Features common to both Master's Thesis and Research Report:

1. They follow the same format (refer to the "Procedures for Master's Thesis and Research Report in GSAM").
2. They require a submission and approval of a research proposal, outlining the topic, before the start of research.
3. They require presentation at the Joint Research Presentation prior to submission.
4. They are approximately 15,000 words long.
5. They are submitted and examined within the same deadline and according to the same procedures.
6. They are examined by two faculty members – the supervisor and another professor.

Characteristics:

Master's Thesis	Research Report
<ol style="list-style-type: none">1. Specific analytical frameworks with extensive literature review, research questions, and hypotheses as well as explicit methodology that is common to a given academic field.2. The empirical findings contain originality and provide new knowledge for academics, practitioners, or society.	<ol style="list-style-type: none">1. Research background and research objectives are clearly indicated. It is recommended that analytical frameworks be set up; however, this is not compulsory.2. Collecting sufficient data and evidence to attain research objectives and analysis of this data in a logical manner towards reaching certain conclusions is required. It is not mandatory to contribute anything new to the existing academic field.

Procedures for the Master's Thesis and Research Report

All students should carefully read the procedures related to the Master's Theses and Research Reports in the Graduate School of Asia Pacific Studies outlining the examination requirements and procedures in details (see p. 15-25 for details). This information is also summarized in the flow chart on the following page.

Registration Flow for GSAM Seminars

Standard Completion Program (2 years)

Semester	What:	When:	Notes
1	Registration for Research Project I	Before Course Registration Period B	<i>Registered by the University</i>
	First Seminar Meeting	First Wednesday of the semester	<i>Announced at the orientation session for new enrollees</i>
	Decide Supervisors	Within 3 weeks from the First Seminar Meeting	
	Plan for Research Supervision (1st year)	By the end of the 1st Quarter	<i>Prepared by the supervisor and submitted to the Academic Office</i>
	Begin research and data collection		
	Joint Research Presentations	Once every quarter	<i>Details are decided by each Division and announced at the beginning of every semester</i>
2	Registration for Research Project II	Before Course Registration Periods	<i>Registered by the University</i>
	Joint Research Presentations	Once every quarter	<i>Details are decided by each Division and announced at the beginning of every semester</i>
	Research Proposal Submission	Towards the end of the 2nd Quarter	<i>Approved by the supervisor and submitted to the Academic Office</i>
3	Registration for Research Project III	Before Course Registration Periods	<i>Registered by the University</i>
	Plan for Research Supervision (2nd year)	During the 1st Quarter	<i>Prepared by the supervisor and submitted to the Academic Office</i>
	Joint Research Presentations	Once every quarter	<i>Details are decided by each Division and announced at the beginning of every semester</i>
4	Registration for Final Research Project	Before Course Registration Periods	<i>Registered by the University</i>
	Joint Research Presentations	Once every quarter	<i>Details are decided by each Division and announced at the beginning of every semester</i>
	Notification of Intent to Submit	1 month before the thesis/report submission	<i>Academic Office</i>
	Master's Thesis / Research Report Submission and Examination	Refer to p. 14 ~ 25 for details	<i>Academic Office</i>

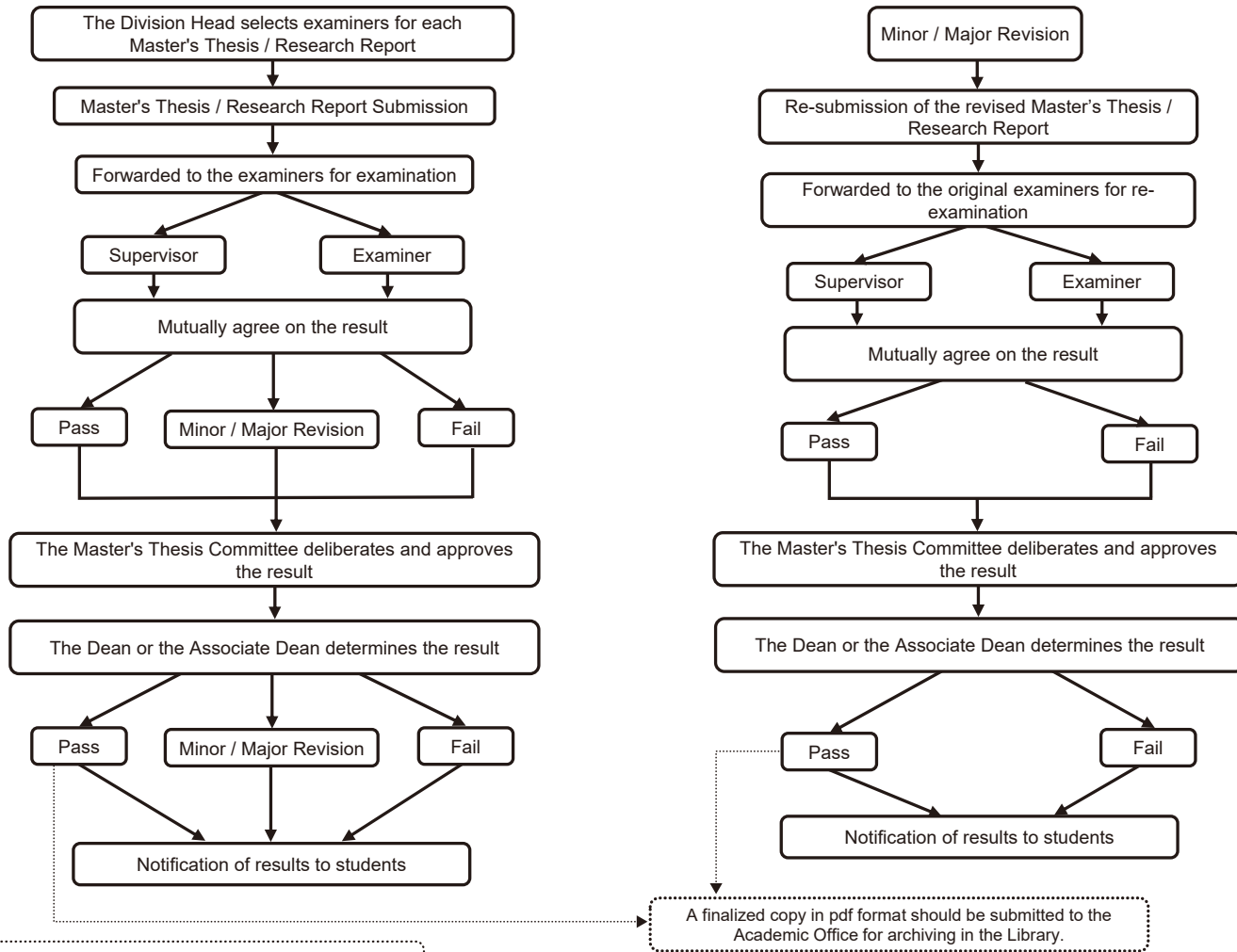
Accelerated Completion Program (1.5 years)

Semester	What:	When:	Notes
1	Registration for Research Project I	Before Course Registration Period B	<i>Registered by the University</i>
	First Seminar Meeting	First Wednesday of the semester	<i>Announced at the orientation session for new enrollees</i>
	Decide Supervisors	Within 3 weeks from the First Seminar Meeting	
	Plan for Research Supervision (1st year)	By the end of the 1st Quarter	<i>Prepared by the supervisor and submitted to the Academic Office</i>
	Begin research and data collection		
	Joint Research Presentations	Once every quarter	<i>Details are decided by each Division and announced at the beginning of every semester</i>
2	Registration for Research Project II	Before Course Registration Periods	<i>Registered by the University</i>
	Joint Research Presentations	Once every quarter	<i>Details are decided by each Division and announced at the beginning of every semester</i>
	Research Proposal Submission	Towards the end of the 2nd Quarter	<i>Approved by the supervisor and submitted to the Academic Office</i>
3	Registration for Final Research Project	Before Course Registration Periods	<i>Registered by the University</i>
	Plan for Research Supervision (2nd year)	During the 1st Quarter	<i>Prepared by the supervisor and submitted to the Academic Office</i>
	Joint Research Presentations	Once every quarter	<i>Details are decided by each Division and announced at the beginning of every semester</i>
	Notification of Intent to Submit	1 month before the thesis/report submission	<i>Academic Office</i>
	Master's Thesis / Research Report Submission and Examination	Refer to p. 14 ~ 25 for details	<i>Academic Office</i>

Accelerated Completion Program (1 year)

Semester	What:	When:	Notes
1	Registration for Research Project I	Before Course Registration Period B	<i>Registered by the University</i>
	First Seminar Meeting	First Wednesday of the semester	<i>Announced at the orientation session for new enrollees</i>
	Decide Supervisors	Within 3 weeks from the First Seminar Meeting	
	Plan for Research Supervision	By the end of the 1st Quarter	<i>Prepared by the supervisor and submitted to the Academic Office</i>
	Begin research and data collection		
	Joint Research Presentations	Once every quarter	<i>Details are decided by each Division and announced at the beginning of every semester</i>
	Research Proposal Submission	Towards the end of the 2nd Quarter	<i>Approved by the supervisor and submitted to the Academic Office</i>
2	Registration for Final Research Project	Before Course Registration Periods	<i>Registered by the University</i>
	Joint Research Presentations	Once every quarter	<i>Details are decided by each Division and announced at the beginning of every semester</i>
	Notification of Intent to Submit	1 month before the thesis/report submission	<i>Academic Office</i>
	Master's Thesis / Research Report Submission and Examination	Refer to p. 14 ~ 25 for details	<i>Academic Office</i>

Examination Flow for the GSAM Master's Thesis / Research Report



Appeals : An appeal may be made under certain conditions.

**Procedures for the Master's Thesis and Research Report in the
Graduate School of Asia Pacific Studies Master's Program (GSAM) under the
AY2014 Curriculum (Revised September 2020)**

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1. Master's Thesis Committee

A Master's Thesis Committee is established within GSA to administer the procedures for examination and evaluation of Master's Theses and Research Reports.

2. Master's Thesis Committee Structure

A Master's Thesis Committee shall consist of one chairperson and two members nominated by the Dean and approved by the GSA Faculty Council. The Associate Dean of GSA will chair the Master's Thesis Committee and members will be appointed from each Major. The term of appointment is one (1) year and members can be reappointed.

3. Master's Thesis or Research Report

A Master's Thesis or Research Report is required for a Master's Degree in GSA. A faculty member within the Major and Division to which the Master's student is affiliated will become the student's supervisor. The length of a Master's Thesis/Research Report shall be approximately 15,000 words long, not counting the bibliography and any appendices. However, the length may vary depending on the discipline and shall be set by the Division. In the case of Japanese language, the length shall be equivalent to the standards set for English language Master's Theses and Research Reports.

4. Master's Thesis/Research Report Language

The Master's Thesis or Research Report should normally be presented in English and, as a general rule, each submitted Master's Thesis or Research Report should include an abstract in English. However, in the case that it is to the advantage of the student to present his/her Master's Thesis/Research Report in Japanese due to the original data and research materials being mostly found in Japanese sources, etc., the student may be allowed to do so upon approval by the Dean. In such cases, an extended abstract in English must be provided.

5. Joint Research Presentations

Joint Research Presentations within each Division will be held every quarter. In these presentations, students will present the main points and current progress of their research to the faculty members and students affiliated with their Division for feedback. As a rule, all students are required to give a presentation at least once before the submission of the Master's Thesis/Research Report.

6. Research Proposal Approval

Students are required to submit a Research Proposal approved by their supervisor to the Academic Office for examination by the Division as stipulated in Clause 15, Table 1.

7. Master's Thesis/Research Report Submission

Students must submit one soft copy of their Master's Thesis/Research Report to the Academic Office as stipulated in Clause 15, Table 2. As a rule, all students are required to give a presentation at least once before the submission of the Master's Thesis/Research Report.

8. Master's Thesis/Research Report Format

In principle, a Master's Thesis/Research Report should contain the following:

1. Title Page, 2. Table of Contents (should describe the contents in sufficient detail), 3. Certification Page (that the Master's Thesis/Research Report contains only original and/or properly referenced material), 4.

Acknowledgements (for any support and advice given), 5. Summary of Main Arguments, 6. Main Text, 7. Conclusions, 8. References, 9. Appendices (supporting material in addition to the main text)

9. Examiners

Two (2) faculty members will examine the Master's Thesis/Research Report. The supervisor will be one of the examiners and the other examiner will be appointed by the Division Head from within the Division. However, examiners from different Divisions may also be selected. In the case that the Division Head is the student's supervisor, the Dean or the Associate Dean shall appoint the second examiner for them. The examiners will be advised of each other's names.

10. Examination Standards

All Master's Theses and Research Reports shall be submitted and examined by the same deadline and according to the same procedures.

Master's Theses/Research Reports submitted should be of the appropriate quality and quantity, content, and should meet the standards for a Master's Thesis/Research Report in GSA below.

10-1. Master's Thesis characteristics:

- 1) Specific analytical frameworks with extensive literature review, research questions, and hypotheses as well as explicit methodology that is common to a given academic field.
- 2) The empirical findings contain originality and provide new knowledge for academics, practitioners, or society.

10-2. Research Report characteristics:

- 1) Research background and research objectives are clearly indicated. It is recommended that analytical frameworks be set up; however, this is not compulsory.
- 2) Collecting sufficient data and evidence to attain research objectives and analysis of this data in a logical manner towards reaching certain conclusions is required. It is not mandatory to contribute anything new to the existing academic field.

11. Examination Process

11-1. The Examination

Examiners shall conduct the examination of the submitted Master's Theses/Research Reports. However, examiners may deem it necessary for students to undergo an additional written, oral, or practical examination.

The examiners shall submit only one mutually agreed upon evaluation result to the Master's Thesis Committee from among the following possible results:

- 1) Pass (No revisions are necessary, the Master's Thesis/Research Report passes as it is written)
- 2) Minor Revision (Revisions for typos, formatting text, or changing a small amount of the text in the Master's Thesis/Research Report. Revisions of this type should take no more than a few hours)
- 3) Major Revision (Revisions for adding data, explanation, or extensive changes on entire sections or rewrites for any part of the Master's Thesis/Research Report. Revisions of this type can take anywhere from a few hours to two weeks)
- 4) Fail (Revisions required of the Master's Thesis/Research Report to pass exceed two weeks of work)

In addition to the mutually agreed upon evaluation result, each examiner shall submit an individual evaluation report to be presented to the student.

11-2. Determining the Examination Results

The examination evaluation given by the examiners shall be deliberated and approved by the Master's Thesis Committee. The approved results shall be reported to the Dean or the Associate Dean for determining the examination results.

The Master's Thesis Committee will confirm the appropriateness of the mutually agreed upon results from the examiners and approve them. In case the results from the examiners are not judged to be appropriate, the Master's Thesis Committee will deliberate on how to handle cases individually and the final result of such cases will be determined in consultation with the Dean.

11-3. Notifying Students of the Examination Results

Students shall receive notification of the examination results.

Students shall receive copies of the examiners' evaluation reports. However, an examiner may request that his/her name or certain parts of the evaluation report not be disclosed to the student. If preservation of anonymity is not requested it shall not normally be preserved.

12. Re-Examination Process

12-1. Master's Thesis/Research Report Revision

When a student is required by the Master's Thesis Committee to revise a Master's Thesis/Research Report, the supervisor shall coordinate the process unless the Dean and/or Chair of the Master's Thesis Committee require another person(s) to assist in the coordination of the resubmission.

12-2. Re-Examination

In the event of a student being required to undertake "2) Minor revision" or "3) Major revision", the original examiners will re-examine the Master's Thesis/Research Report upon re-submission by the student. However, examiners may deem it necessary for students to undergo an additional written, oral, or practical examination. The examiners shall again submit only one mutually agreed upon evaluation result to the Master's Thesis Committee from among the following possible results:

- 1) Pass
- 2) Fail

In addition to the mutually agreed upon evaluation result, each examiner shall submit an individual evaluation report to be presented to the student.

12-3. Determining the Re-examination Results

The re-examination evaluation given by the examiners shall be deliberated and approved by the Master's Thesis Committee. The approved result shall be reported to the Dean or the Associate Dean for determining the re-examination results.

The Master's Thesis Committee will confirm the appropriateness of the mutually agreed upon results from the examiners and approve them. In case the results from the examiners are not judged to be appropriate, the Master's Thesis Committee will deliberate on how to handle cases individually and the final result of such cases will be determined in consultation with the Dean.

12-4. Notifying Students of the Re-examination Results

Students shall receive notification of the re-examination results.

Students shall receive copies of the examiners' evaluation reports. However, an examiner may request

that his/her name or certain parts of the evaluation report not be disclosed to the student. If preservation of anonymity is not requested it shall not normally be preserved.

13. Overall Evaluation for the Final Research Project

Supervisors shall evaluate the overall grade for the Final Research Project based on the Master's Thesis Committee's final decision regarding the Master's Thesis/Research Report.

14. Appeal Procedures

A student whose examination result is "Fail" may appeal that decision.

A student who wishes to appeal must submit a written appeal to the Academic Office addressed to the Master's Thesis Committee within one (1) week of the announcement of the examination results. The submission must clearly [in a detailed and precise manner] state the grounds on which the appeal is based. The Master's Thesis Committee in consultation with the Dean will review the submission and decide whether or not to accept the appeal for evaluation. If an appeal has been accepted for evaluation, an Appeals Committee shall be established consisting of the Chair of the Master's Thesis Committee, the Dean and one other person who has recognized expertise in the area of the student's Master's Thesis/Research Report, but who ideally has neither previously examined nor supervised the Master's Thesis/Research Report. In the case that the Chair of the Master's Thesis Committee and/or the Dean is the student's supervisor, a third person shall be appointed as a member of this Committee instead. The Appeals Committee will decide how to conduct the appeal and whether to require the student to present further evidence in written or oral form to substantiate the grounds of the appeal as stated in the original submission. After review and careful consideration of all related materials and documents, the Appeals Committee will determine the final evaluation of the case as follows:

- 1) Reject the appeal, in which case the result originally announced to the student remains unchanged.
- 2) Accept the appeal, in which case the result originally announced to the students will be changed to "Pass".

However, if in the process of evaluating the appeal new evidence of plagiarism, research misconduct, etc. is uncovered, the Master's Thesis/Research Report will be failed.

The final result of the appeal accompanied by appropriate feedback will be announced to the student, barring any unavoidable circumstances, by the day of the Graduation Ceremony for that semester.

15. Time Schedule for All Programs for Completion

Table 1 Research Proposal Examination Schedule

	Spring Semester	Fall Semester
Submission	June 30	January 10
Notification of the Examination Results	August 5	February 10

※ Submission period: 1-year program completion: 1st semester of enrollment

1.5 & 2-year program completion: 2nd semester of enrollment

Note: If the deadline falls on a weekend or a holiday, or a day when the office is closed, the deadline will move to the immediately preceding working day.

Table 2 Master's Thesis/Research Report Submission Schedule

	Spring Semester	Fall Semester
Submission	June 15	December 5
Notification of the Examination Results	July 5	December 25
Resubmission:	July 25	January 15
Notification of the Final Results	August 5	January 30

Note: If the deadline falls on a weekend or a holiday, or a day when the office is closed, the deadline will move to the immediately preceding working day.

16. Preservation and Publication of Master's Theses and Research Reports

After successful examination, students are required to submit a finalized soft copy of their Master's Thesis or Research Report for permanent binding by the University. Bound Master's Theses and Research Reports will be forwarded to the University Library, where they will be catalogued for APU Library users.

The University does not normally publish Master's Theses or Research Reports; however if desired, students may undertake publication at their own expense.

**2014年度カリキュラムアジア太平洋研究科博士前期課程(GSAM)論文審査の手続き
(2020年9月改訂)**

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1. 修士学位論文委員会

本研究科内に、修士学位論文委員会を設け、修士論文・研究レポートの審査、評価を行う。

2. 修士学位論文委員会の構成

修士学位論文委員会は、1名の委員長と2名の委員からなり、アジア太平洋学部副学部長(大学院担当)が委員長を務め、研究科長が各専攻から1名ずつ委員を選出し、研究科委員会にて承認を行う。任期は1年とし、再任を妨げない。

3. 修士論文・研究レポート

アジア太平洋研究科博士前期課程における修士学位取得のためには、修士論文・研究レポートを提出しなければならない。学生の所属する専攻(Major)、研究分野内の教員1名が指導教員となる。修士論文・研究レポートは、文献目録、付録を除いた本文が、約15,000語を目安とする。ただし、文字数はディシプリンによって異なる場合があるため、各研究分野で別途定める場合がある。日本語の場合は、英語の修士論文・研究レポートに見合う長さとする。

4. 修士論文・研究レポートの言語

英語を原則とし、英語の要約をつける。しかし、論文の根拠となるデータや研究記録の大半が日本語による場合など、日本語による執筆が学生にとってより有意義である場合には、研究科長による承認を条件とし、日本語での修士論文・研究レポートを認めることがある。そのような場合でも、長文の英語要約の提出は求められる。

5. 合同発表会

クォーター毎に各研究分野内にて合同発表会を実施する。この発表会では、各研究分野の所属教員と他の学生から研究主旨および修士論文・研究レポートの執筆状況に対するフィードバックを得ることを目的として、学生がプレゼンテーションを行うものである。原則として、すべての学生が修士論文・研究レポートを提出する前に研究内容の発表を行うことを義務付ける。

6. 研究計画書の承認

指導教員の承認を受けた上で、研究計画書を第15項の表1に定める期日までにアカデミック・オフィスへ提出し、研究分野内で審査を受けなければならない。

7. 修士論文・研究レポート提出

修士論文・研究レポートのソフト・コピー1部を第15項の表2に定める期日までにアカデミック・オフィスへ提出しなければならない。原則として、すべての学生が修士論文・研究レポートを提出する前に研究内容の発表を行うことを義務付ける。

8. 修士論文・研究レポートの形式

修士論文・研究レポートは、基本的に以下の項目を含む。

1. 表紙、2. 目次(内容の詳細を十分に記述していること)、3. 宣誓(データの偽造、剽窃のないこと)、4. 謝辞(サポートや指導を受けた対象に対して)、5. 要約、6. 本文、7. 結語、8. 参考文献、9. 付録(本文に添えて補強する資料)

9. 修士論文・研究レポート審査員

2名の学内教員が修士論文・研究レポートの審査を行う。審査員のうち1名は指導教員とし、1名は同一の研究分野の教員から研究分野長が指名する。ただし、異なる研究分野から審査員を選任するこ

ともできる。研究分野長が指導教員の場合、研究科長またはアジア太平洋学部副学部長（大学院担当）が第二審査員を指名する。審査員の氏名は互いに開示される。

10. 審査基準

修士論文・研究レポートは区別なく、同じ締め切り・手順で提出され、審査される。提出する修士論文・研究レポートは、アジア太平洋研究科の修士論文・研究レポートとしてふさわしい質と量、内容と以下に示す水準を満たしていなければならない。

10-1. 修士論文

- (1) 所与の学術分野に共通する明確な方法論とともに、広範囲な文献レビュー、研究課題および仮説を備えた特定の分析枠組みを含むこと。
- (2) 実証した結果が独創性を有し、研究分野、実務あるいは社会に対して新たな知見をもたらしていること。

10-2. 研究レポート

- (1) 研究の背景および研究目的が明示されていること。分析枠組みを提示することが望ましいが必須ではない。
- (2) 研究目的に到達するための十分なデータと証拠を収集し、かつ一定の結論に向けて論理的な方法で、収集したデータと証拠が分析されていること。しかし、必ずしも既存の学術分野に新たな貢献をもたらすことは必須ではない。

11. 審査手順

11-1. 審査

審査員は提出された修士論文・研究レポートに基づき審査を行う。ただし、論文提出者に対し、追加の審査を筆記、口頭、実技によって要求できる。審査員は合議を経て下記の評価結果のいずれかを選択し、修士学位論文委員会に提出する。

- 1) 合格（修士論文・研究レポートは合格水準に達しており、修正の必要がない）
- 2) 軽微な修正を求める（修士論文・研究レポートは誤植、体裁あるいは少量の文章について修正が必要であるが、概ね数時間以内で修正が可能であると認められるものである）
- 3) 大幅な修正を求める（修士論文・研究レポートはデータや説明の追加、あるいは修正すべき箇所全体にわたって確認されるため、修正には概ね数時間から2週間程度を要するものである）
- 4) 不合格（修士論文・研究レポートとして合格するためには修正が必要で、修正には2週間以上の作業を要するものである）

合議による評価結果に加え、各審査員は評価レポートを一部ずつ提出する。

11-2. 審査結果の決定

審査員が判定した審査評価は、修士学位論文委員会で審議、承認され、研究科長もしくはアジア太平洋学部副学部長（大学院担当）に報告し、最終確定される。

修士学位論文委員会は、審査員による評価結果の受理を行い、合議の妥当性を審議する。適切な評価結果が得られない場合は、対応策を審議し、研究科長に報告の上、最終的な評価結果が確定される。

11-3. 審査結果の通知

審査結果、審査員名、審査員の評価レポートは学生に通知される。ただし、審査員は審査員名、あるいは評価の一部を学生に通知されないよう申請できる。

12. 再審査手順

12-1. 修士論文・研究レポートの修正

修士学位論文委員会によって修正が必要とされた場合、指導教員が修正作業を指導するが、研究科長あるいは修士学位論文委員会委員長は、その他の教員に依頼することもある。

12-2. 再審査

判定が「2) 軽微な修正を求める」または「3) 大幅な修正を求める」の場合、再審査は同じ審査員によって行われる。審査員は再提出された修士論文・研究レポートに基づき審査を行う。ただし、論文提出者に対し、追加の審査を筆記、口頭、実技によって要求できる。審査員は再度合議を経て下記の評価結果のいずれかを選択し、修士学位論文委員会に提出する。

- 1) 合格
- 2) 不合格

合議による評価結果に加え、各審査員は評価レポートを一部ずつ提出する。

12-3. 再審査結果の決定

審査員が判定した再審査評価は修士学位論文委員会で審議、承認され、研究科長もしくは副研究科長に報告し、最終確定される。

修士学位論文委員会は、審査員による評価結果の受理を行い、合議の妥当性を審議する。適切な評価結果が得られない場合は、対応策を審議し、研究科長に報告の上、最終的な評価結果が確定される。

12-4. 再審査結果の通知

審査結果、審査員名、審査員の評価レポートは学生に通知される。ただし、審査員は審査員名、あるいは評価の一部を学生に通知されないよう申請できる。

13. ファイナル・リサーチ・プロジェクトの成績評価

指導教員は修士学位論文委員会の最終結果に基づき、ファイナル・リサーチ・プロジェクトの成績評価を行う。

14. 不服申し立て

修士学位論文委員会の判定が“不合格”である学生は、その判定に対し不服申し立てを行うことができる。不服申し立てを行う場合、審査結果の通知ののち1週間以内に修士学位論文委員会宛に申立書を作成の上、アカデミック・オフィスに提出しなければならない。その申立書では、不服申し立てを行う理由が正確かつ明瞭に述べられていなければならない。不服申し立て審査の実施の可否は修士学位論文委員会と研究科長による検討の上、決定される。不服申し立て審査の実施が承認された場合、修士学位論文委員会委員長、研究科長、ならびに提出された修士論文・研究レポートの分野に関連し、かつ、審査委員および研究指導に関わったことのない教員1名の、計3名から不服審査委員会が組織される。修士学位論文委員会委員長または研究科長が不服申し立てを行った学生の指導教員である場合、第三者がこの委員会の一員として任命される。不服審査委員会は不服申し立ての進行手順および、学生に書面または口頭で不服申し立てを裏付ける更なる根拠を要求するかを決定する。不服申し立てのすべての関連資料および書類の内容を検討したのち、不服審査委員会はその申し立てを評価し、以下の審査結果のいずれかに決定する。

- (1) 申し立てを棄却し、学生に通知した結果を変更しない。
- (2) 申し立てを認容し、学生に通知した結果を「合格」に変更する。

ただし、申し立てを審議する過程において、剽窃や不正行為等に関わる新たな証拠が発見された場

合などには、その審査結果は不合格とする。

やむを得ない事情がない限り、そのセメスターの卒業式までに、学生は適切なフィードバックと共に、審査結果の通知を受け取る。

15. 審査日程

表1 リサーチ・プロポーザル審査日程

	春セメスター	秋セメスター
提出締切日	6月30日	1月10日
審査結果通知日	8月5日	2月10日

※提出時期：1年修了－1セメスター目

1.5年と2年修了－2セメスター目

注意：締切日は土日・祝日のオフィスの閉室日の場合、直前の開室日が締切日となる。

表2 修士論文・研究レポート審査日程

	春セメスター	秋セメスター
提出締切日	6月15日	12月5日
審査結果通知日	7月5日	12月25日
再提出締切日	7月25日	1月15日
再審査結果通知日	8月5日	1月30日

注意：締切日は土日・祝日のオフィスの閉室日の場合、直前の開室日が締切日となる。

16. 修士論文・研究レポートの保存と出版

合格とされた修士論文・研究レポートは、学生による最終版のソフト・コピー提出ののち、大学が恒久的な装丁を行う。装丁された修士論文・研究レポートは大学図書館に保存され、本学図書館利用者に閲覧を認める。大学としては修士論文・研究レポートを出版することはしないが、学生においてその費用を負担し、出版することができる。

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