

これから留学予定の方へ / For students about to go on an Exchange Program

◎基本ルール

- (1) 留学中のゼミ履修は不可 → 留学前のキャンセル期間でキャンセル
- (2) 復帰後にゼミは再開可能 → 復帰セメの一つ前のセメに新規申請
- (3) 7セメスターで留学し8セメスター復帰の場合 → 留学中(7セメ)に遠隔指導を仰ぐ

※派遣前に、必ず担当教員に連絡をし、留学中の「遠隔指導」を依頼してください。(担当教員から許可を得た学生は、「同意書」を記入し、担当教員の署名をもらい、アカデミックオフィスにデータを提出してください。

・7セメは留学先で、遠隔指導(メール・Skype等)を受けながら卒業論文執筆を進めて下さい。

・復帰後(8セメスター時)に「卒業研究」と「卒業論文」が同時に登録されます。

- (4) 申請時に交換留学の派遣が内定しない場合 → 申請期間中に通常申請
★ウェブサイトの「現在留学中の方へ」も併せて確認して下さい。

◎Basic Rules

- (1) You cannot take a seminar while you are on exchange.
→ **Cancel your seminar during the cancellation period before you leave for exchange.**
- (2) You can continue taking a seminar when you resume your studies at APU.
→ **Submit a new seminar application during the application period the semester before you return to APU.**
- (3) If you are going on exchange in your 7th semester and resuming studies at APU in your 8th semester,
→ **Before leaving for exchange, consult with your seminar supervisor and request to be supervised remotely (“remote instruction”) while on exchange. (Students who have obtained permission from their instructor are requested to complete the “consent form” (signed by the seminar instructor) and submit to the Academic Office”)**
→ **Correspond with supervisor and receive instruction via e-mail or Skype during your 7th semester while on exchange.**
→ **When approved to return to the seminar in your 8th semester, you will be registered for both “Research Seminar” and “Undergraduate Thesis”.**
- (4) If you have not yet been accepted for an exchange program at the time of application
→ **Apply during the designated seminar application period as usual.**
★Please be sure to check “For students currently studying abroad” on the website.

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例) 現在4 Semester 生
 Example) Currently 4th semester student

- 新規申請/New application
- ▼ キャンセル申請/Cancellation App.
- ▶ 自動継続/Automatic registration
- ▷ 卒研Pのみ自動継続/Automatic Registration (Only students pass the RS)

留学時期 Exchange Period		2019	2019	2020	2020	2021
		Spring(NOW)	Fall	Spring	Fall	Spring
		セメ / Semester	4	5	6	7
5 th semester	科目 / Subject		交換留学 Exchange	専門演習I Major Seminar I	卒業研究/ 卒業研究I Research Seminar/ Graduation Research I	卒業論文/ 卒業研究II Undergraduate Thesis / Graduation Research II
	申請 / Application		●			
6 th semester	科目 / Subject		専門演習II Major Seminar II	交換留学 Exchange	卒研/卒研I RS / GR I	卒論/卒研II UT / GR II
	申請 / Application	●	▼	●		
7 th semester	科目 / Subject		専門演習II Major Seminar II	専門演習I Major Seminar I	交換留学 Exchange	卒研/卒研I RS / GR I
	申請 / Application	●		▼	●	

担当教員の許可を得た場合のみ申請可能
 Only students who have received permission from the instructor can apply.

遠隔指導
 Remote instruction