

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

- (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。
ただし、7セメ時に留学しゼミ履修の継続を希望する場合は、*遠隔指導同意書を留学する前のセメスターで提出すること。
- (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する必要がある。
ただし、7セメで遠隔指導を受けた場合、申請の必要はない。
- ※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、「遠隔指導同意書」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・zoom等）を受けながら卒業論文執筆を進めて下さい。
*6, 7セメで交換留学を考えており、現在履修中のゼミを8セメで再開したい場合は、[こちら★](#)
- (3) 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（7セメ時以外）](#)
★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。

(1) You cannot take a seminar while you are on exchange.

→ [Cancel your seminar during the cancellation period](#) before you leave for exchange. For those who will go on an exchange program [during the 7th semester](#) and wish to continue the seminar course, there is no need to cancel. It is requested to submit the [“Provision of Remote Instruction” form](#).

(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. [However, if you received remote instruction, there is no need to re-apply.](#)

*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 “Provision of Remote Instruction” form (signed by the seminar instructor) and submit to the Academic Office”) [*Students who are currently taking a seminar course, will be on exchange on 6th and 7th semester, and hope to resume the course on the 8th semester, are advised to refer \[★HERE\]\(#\).](#)

→ [Correspond with supervisor and receive instruction via e-mail or zoom during your 7th semester while on exchange.](#)

(3) 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	2021	2021	2022	2022	2023					
						SP (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 II	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I Major Seminar I	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I Major Seminar I	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	●			▼	●				

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