#### **2025 Fall Enrollees**

# **Graduation Requirements Guidance**

College of International Management (APM) 2023 Curriculum / English-basis

**Student Office** 

## Request to New APM Students



There will be a Q&A section at the end of the guidance session.



These materials are available on the New Student Orientation website. Please feel free to scan the QR code and look at the materials while listening.



Please check the <u>website</u> regularly if there is anything you don't understand about course registration.



1. Understand university studies/structure



3. Learn about how to prepare for course registration

Basic Info & **Course Registration Graduation Requirements** What is Course Registration? 1-1 **Basic Info about Studying at University** 2-1 College of International Management (APM) 2-2 Course Registration Periods 1-2 **Graduation Requirements & Subject Fields Preparation Work for the Course** 2-3 APM Areas of Study (Major & Minor) 1-3 **Registration Guidance** 2-4 Other Break

# 1-1. Basic Info about Studying at University

## **Academic Calendar (Annual Schedule)**

| October   |                   | 1st Occordan            |
|-----------|-------------------|-------------------------|
| November  |                   | 1 <sup>st</sup> Quarter |
| December  | Fall Semester     | 2 <sup>nd</sup> Quarter |
| January   | ran semester      | 2 Quarter               |
| February  |                   | Winter Session          |
| March     |                   |                         |
| April     |                   | 1 <sup>st</sup> Quarter |
| May       |                   | i Quartei               |
| June      | Cravina Compostor | 2 <sup>nd</sup> Quarter |
| July      | Spring Semester   | 2 Quarter               |
| August    |                   | Summer Session          |
| September |                   |                         |

#### What is the Academic Calendar?

- A calendar that shows the annual university schedule. Each year is divided into 2 semesters, and each semester is further split into 2 quarters and a session.
- The Spring Semester starts in April, and the Fall Semester starts in October.
- A session is a weeklong class period at the beginning of each of the long vacations.

Academic Calendar 👄

## **Explaining Academic Year and Semester Levels**

# ► Students who Enroll in Spring: The "Spring Semester" is their first semester

| 1 <sup>st</sup> Year |                 | 2 <sup>nd</sup> Year |                 | 3rd \              | <b>Y</b> ear    | 4 <sup>th</sup> Year |                 |  |
|----------------------|-----------------|----------------------|-----------------|--------------------|-----------------|----------------------|-----------------|--|
| Spring<br>Semester   | Fall Semester   | Spring<br>Semester   | Fall Semester   | Spring<br>Semester | Fall Semester   | Spring<br>Semester   | Fall Semester   |  |
| 1st<br>Semester      | 2nd<br>Semester | 3rd<br>Semester      | 4th<br>Semester | 5th<br>Semester    | 6th<br>Semester | 7th<br>Semester      | 8th<br>Semester |  |

#### ► Students who Enroll in Fall: The "Fall Semester" is their first semester

| 1 <sup>st</sup> Year |                    | 2 <sup>nd</sup> \ | 2 <sup>nd</sup> Year |                 | <b>Y</b> ear       | 4 <sup>th</sup> Year |                    |  |
|----------------------|--------------------|-------------------|----------------------|-----------------|--------------------|----------------------|--------------------|--|
| Fall Semester        | Spring<br>Semester | Fall Semester     | Spring<br>Semester   | Fall Semester   | Spring<br>Semester | Fall Semester        | Spring<br>Semester |  |
| 1st<br>Semester      | 2nd<br>Semester    | 3rd<br>Semester   | 4th<br>Semester      | 5th<br>Semester | 6th<br>Semester    | 7th<br>Semester      | 8th<br>Semester    |  |

Check the graduation requirements/subject list/timetable/syllabus and choose your subjects Register for courses Attend class, study, submit assignments, take tests Achieve a passing grade **Receive credits** 

## **Types of Courses**

Spring Semester: Classes are taught over 2 months, either from April to May (1st Quarter) or from June to July (2nd Quarter)

Fall Semester: Classes are taught over 2 months, either from October to November (1st Quarter) or from December to January (2nd Quarter)

| Course Type       | Credits | Offered                      | Classes Per Week | Total No. of Classes |
|-------------------|---------|------------------------------|------------------|----------------------|
| Locturo Subjects  | 2       | Quarter-basis (2 months)     | 2                | 14                   |
| Lecture Subjects  | 2       | Semester-basis<br>(4 months) | 1                | 14                   |
| Seminar Subjects  | 2       | Semester-basis<br>(4 months) | 1                | 14                   |
| Languago Subjects | 4       | Semester-basis               | 4                | 56                   |
| Language Subjects | 2       | (4 months)                   | 2                | 28                   |

Spring Semester: Classes are taught over 4 months from April to July

Fall Semester: Classes are taught over 4 months from October to January

#### **Course Formats**

Courses are offered in one of two formats: "In-person" or "Distance Learning (Online/On Demand)".

Please check both the syllabus and course timetable for information about the class format for each course.

| Course Format       |           | How to Attend Classes   |
|---------------------|-----------|---|
| In-person Courses   |           | Classes are taught in person (in the classroom). However, some class sessions may be held online (via Zoom). In that case, students need to attend online (via Zoom) for those classes.   |
| Distance            | Online    | Classes are held in real-time. Classes will be taught via Zoom on the day and period indicated on the course timetable.   |
| Learning<br>Courses | On Demand | Course materials and recorded lectures are uploaded to Moodle or another platform, and students must watch them and submit any assignments within the set time period. In principle, the materials will be made available on the day and period listed on the course timetable. |

(Warning about Credit Requirements) –Please be careful about the following when registering for courses by yourself from your 2<sup>nd</sup> semester onwards– Under the Standards for the Establishment of Universities and APU's University Regulations, the maximum number of credits from Distance Learning Courses that can be counted towards graduation is 60 credits. If a student earns more than 60 credits from applicable courses, the additional credits will not count towards the number of credits needed for graduation. For more information, please see <u>Course Formats</u> (website).

# Sample Timetable (1st & 2nd Quarter)

- <u>Please remember that your timetable will be different in the 1st and 2nd quarter</u> if you register for quarter-basis courses!
- You cannot register for semester-basis courses during the days and class periods where you have registered for quarter-basis courses.

| Period | Class Time    | Term | Mon                    | Tue                    | Wed                  | Thu                    | Fri                              |  |
|--------|---------------|------|------------------------|------------------------|----------------------|------------------------|----------------------------------|--|
| 1      | 9.45 10.25    | 1Q   | Japanese<br>Foundation | Japanese<br>Foundation | Student Success      | Japanese<br>Foundation | Japanese<br>Foundation           |  |
| I      | 8:45-10:25    | 2Q   | Course I               | Course I               | Workshop             | Course I               | Course I                         |  |
| 2      | 10:35-12:15   | 1Q   |                        | Introduction to        | Multicultural        |                        | Accounting                       |  |
| 2      | 10.55-12.15   | 2Q   |                        | Management             | Cooperative Workshop |                        | Accounting I                     |  |
| 2      | 12.20 14.10   | 1Q   | Japanese<br>Foundation | Japanese<br>Foundation | Semester Subjects    | Japanese<br>Foundation | Japanese<br>Foundation           |  |
| 5      | 3 12:30-14:10 | 2Q   | Course II              | Course II              |                      | Course II              | Course II                        |  |
| 4      | 14:20-16:00   | 1Q   |                        |                        |                      |                        |                                  |  |
| 4      | 14.20-16.00   | 2Q   |                        |                        |                      |                        |                                  |  |
| 5      | 16.10 17.50   | 1Q   |                        |                        |                      |                        | 2 <sup>nd</sup> Quarter Subjects |  |
| 5      | 16:10-17:50   | 2Q   |                        |                        | 1st Quarter Subjects |                        |                                  |  |
| 6      | 18:00-19:40   | 1Q   |                        |                        |                      |                        |                                  |  |
| 0      | 10.00-19.40   | 2Q   |                        |                        |                      |                        |                                  |  |

# Regular Grades

| Grade      | Mark         | Pass/Fail         |
|------------|--------------|-------------------|
| <b>A</b> + | 90% or above |                   |
| Α          | 80-89%       | Pass              |
| В          | 70-79%       | (Receive Credits) |
| С          | 60-69%       |                   |
| F          | 59% or below | Fail              |

# Other Grades

| Code | Meaning  | Notes                               |
|------|----------|-------------------------------------|
| Р    | Pass     | Used for some courses               |
| Т    | Transfer | Maximum of 60 credits*              |
| E    | Exempt   | Not included in credit calculations |

<sup>\*</sup> For 2<sup>nd</sup> and 3<sup>rd</sup> year transfer students, credits transferred to APU at the time of enrollment are not included in this limit.

#### ▶ What is GPA?

GPA is a value that represents a student's overall grade evaluation, calculated from the individual grades of their classes based on APU's specific calculation method.

## Cumulative GPA:

Calculated using all grades from enrollment to current semester

Used for: Academic Transcripts, Student Exchange, Accelerated Graduation Program, Course Registration, etc.

## Semester GPA:

Calculated using all grades from that semester only

Used for: Scholarship Screenings, Course Registration, etc.

# 1-2. College of International Management (APM)

**Graduation Requirements & Subject Fields** 

#### Curriculum

#### What is a Curriculum?

Your curriculum sets out your graduation requirements and the courses you can take. It is determined by the year you enroll at APU.

Your curriculum will stay the same until graduation. (Excluding cases where there is a change in student status, such as withdrawal, etc.)

September 2025 Enrollees

2011 Curriculum (AY 2011 – AY 2016 Enrollees) 2017 Curriculum (AY 2017 – AY 2022 Enrollees) 2023 Curriculum (Students who Enroll from April 2023 Onwards)

#### Curriculum

- APM's graduation requirements change greatly depending on your enrollment language.
- For English-basis students, your starting level for Japanese Language Subjects will be determined by the results of the Placement Test.
- Depending on your starting level for Japanese, the number of Japanese Language credits required for graduation changes.
- Your curriculum will stay the same until graduation. (Excluding cases where there is a change in student status, such as withdrawal, etc.)

| College                |   | College of International Management (APM)        |     |   |                     |                       |        |      |          |           |
|------------------------|---|--|-----|---|---------------------|-----------------------|--------|------|----------|-----------|
|                        |   |  |     |   |                     |                       |        |      |          |           |
| Enrollment Language    |   |  | Jap | anese-Basis   | s (J)               |                       |        |      | English- | Basis (E) |
| English Starting Level | Elementary  | Pre-<br>Intermediate Intermediate Intermediate A |     | Advanced 1  | Advanc              | ced 2                 | Exempt |      |          |           |
| English Course Track   |   | Standard Track (ST)                              |     |   | Advanced Track (AT) |                       |        | (AT) |          |           |
|                        |   |  |     |   |                     |                       |        |      |          |           |
| Curriculum             |   | APM 23 JST                                       |     |   | APM 23 JAT          |                       |        | Т    | APM      | 23 E      |
| Meaning                | APM 2023 Curriculum  Japanese-Basis  Standard Track |  |     | APM 2023 Curriculum  Japanese-Basis  Advanced Track |                     | APM 2023 (<br>English |        |      |          |           |

#### **Curriculum Outline**

### Excerpt from the APM 2023 Curriculum Outline

|            |                                    | 1st Year                             |                               | 2nd  | 2nd Year                              |   | 3rd Year  |   |  |
|------------|------------------------------------|--------------------------------------|-------------------------------|--|---------------------------------------|---|---|---|--|
|            | Required                           | Introduction to Management ★ 2       | Introduction to Marketing ★ 2 | Organizational Behavior ★ 2                | Legal Strategy in Business ★ 2        | Business Ethics and Social Responsibility ★ 2 |   | Global Management (Capstone) ★  |  |
|            | Required                           | Accounting I ★ 2                     | Finance ★ 2                   | Production and Operations Management ★ 2   |                                       |   |   |   |  |
|            |                                    |                                      |                               | Family Business Management 2               | International Transactions 2          | Strategic Project Management 2                | Advanced Organizational Behavior 2  | Abenced Seminar in PM (Marketing and Strategic Management and Leadership) ©           |  |
|            | Marketing and                      |                                      |                               | Strategic Management 2                     | Supply Chain Management 2             | Strategic Decision Making 2                   | Human Resource Management 2   | Undergraduate Project in MM (Marketing and Modegic Planegement and Leadership) 0 ,    |  |
|            | Strategic<br>Management and        |                                      |                               |  | Entrepreneurship 2                    | Sustainable Business 2                        | Responsible Leadership in Business 2  | Undergraduate Thesis RM (Northeling and Ritistagic Management and Leadership) G       |  |
|            | Leadership<br>(SML)                |                                      |                               |  |                                       | Brand Management in the Digital World 2       | Service Management 2  |   |  |
|            |                                    |                                      |                               |  |                                       | Managing Digital Business Transformation 2    | Special Lecture in Strategic Management & Leadership 2                      |   |  |
|            |                                    |                                      |                               |  |                                       | International Logistics 2                     | Major Seminar in MM (Marketing and Strategic Management and Leadenhip) © 2  |   |  |
|            |                                    |                                      |                               | Marketing Research 2                       | Digital Marketing 2                   | International Marketing 2                     | Brand Management in the Digital World 2                                     | Advanced Seminar in PM (Marketing and Strategic Management and Leadership) o          |  |
|            |                                    |                                      |                               | Consumer Behavior 2                        | New Technologies and Future Society 2 | International Logistics 2                     | Managing Digital Business Transformation 2                                  | Undergraduate Project in IMM (Marketing and IST steple Management and Leadership) o 4 |  |
|            | Marketing                          |                                      |                               | Supply Chain Management 2                  | Design Thinking and Innovation 2      | Service Management 2                          | Destination Marketing 2   | Undergraduate thesis PM (Mortelling and Ittralegic Management and Leadership) o       |  |
|            | (M)                                |                                      |                               | Promotion and Sales Management 2           |                                       |   | Special Lecture in Marketing 2  |   |  |
|            |                                    |                                      |                               | Product Development 2                      |                                       |   | Major Seminar in MM (Marketing and Strategic Management and Leadership) G 2 |   |  |
| APM M      |                                    |                                      |                               | Pricing Strategy 2                         |                                       |   |   |   |  |
| ajor Ed    |                                    |                                      |                               |  | Corporate Finance 2                   |   |   | Advanced Seminar in AF (Accounting and Finance) 0 2                                   |  |
| ucation    |                                    |                                      |                               | Cost Accounting 2                          |                                       |   |   | Undergraduate Project in AF (Accounting and Finance) o 4                              |  |
| Subje      |                                    |                                      |                               | Financial AccountingI 2                    |                                       |   |   | Undergraduate Thesis AF (Accounting and Finance) o 4                                  |  |
| 돲          | Accounting &<br>Finance            |                                      |                               | Financial AccountingII 2                   |                                       |   | Financial Derivatives 2   |   |  |
|            | (AF))                              |                                      |                               |  |                                       |   | Investment Analysis and Portfolio Management 2                              |   |  |
|            |                                    |                                      |                               |  |                                       | Special Lecture in Accounting 2               | Revenue Management 2  Special Lecture in Finance 2                          |   |  |
|            |                                    |                                      |                               |  |                                       |   | Major Seminar in AF (Accounting and Finance) 0 2                            |   |  |
| -          |                                    |                                      |                               | Entrepreneurship 2                         | Supply Chain Management 2             | Managing Innovation 2                         | Operations Research 2   | Advanced Semilar in IGM (Rittherwearship and Denations Management) ©                  |  |
|            |                                    |                                      |                               | Social Entrepreneurship and Change Maker 2 |                                       | Managing Digital Business Transformation 2    | Technology Management 2   | Undergraduate Project in SOM (Sixterpreservable and Operations Management) ©          |  |
|            | Entrepreneurship<br>and Operations |                                      |                               |  |                                       |   | Strategic Project Management 2  | Undergraduate Thesis RCM (Rittrepreneurably and Operations Management) © 4            |  |
|            | Management<br>(EOM)                |                                      |                               |  |                                       |   | Special Lecture in Operations Management 2                                  |   |  |
|            |                                    |                                      |                               |  |                                       | 2   | Major Sentinar in EOM (Entrepreneurable and Operations Haragement) • 2      |   |  |
|            |                                    |                                      |                               | Macroeconomics 2                           | APM Field Study 2                     | Asian Economy 2                               | Business Case Analysis & Communication 2                                    |   |  |
|            |                                    |                                      |                               | Microeconomics 2                           | Business Internship 2                 | International Economics 2                     | Management Information Systems 2  |   |  |
|            | APM Common                         |                                      |                               | Business Data Analytics 2                  | Special Lecture(Management) 2         |   |   |   |  |
|            |                                    |                                      |                               | Big Data Analysis 2                        | Research Design and Method 0 2        |   |   |   |  |
| ■2023年度カリキ | キュラム 国際経営:                         | I<br>学部 開講科目 / AY 2023 APM Curriculu | ım Outline                    | -  |                                       |   | Required Subjects,   Required Subject  Required Subject                     | ts (Mathematics), © Seminar subjects  |  |

- The curriculum outline shows all the subjects you can take until graduation. (This image only shows some of the subjects) (Subjects from other colleges are not included)
- Among the subjects available to APM students, there are some **subjects that** students must earn credits for in order to graduate.



Graduation Requirements

- APM students must complete all of the following requirements to graduate.
- English-basis students do not need to fulfill requirement no. 5.

| No. | Graduation Requirement  |
|-----|---|
| 1   | Enroll for at least 4 years   |
| 2   | Complete at least 124 credits in total  |
| 3   | Complete all required language subjects (or be exempted from required language subjects)              |
| 4   | Fulfill the credit requirements for each subject field  |
| 5   | Complete at least 20 credits of subjects held in English (Japanese-basis domestic students only)      |
| 6   | Complete 4 credits of required Common Liberal Arts Subjects for APM (excluding the subjects in No. 7) |
| 7   | Earn credits for either "Fundamental Mathematics" or "Advanced Mathematics"                           |
| 8   | Complete all required APM Major Subjects (18 credits for 9 subjects)                                  |

- APM students must complete all of the following requirements to graduate.
- English-basis students do not need to fulfill requirement no. 5.

| No. | Graduation Requirement  |
|-----|---|
| 1   | Enroll for at least 4 years   |
| 2   | Complete at least 124 credits in total  |
| 3   | Complete all required language subjects (or be exempted from required language subjects)              |
| 4   | Fulfill the credit requirements for each subject field  |
| 5   | Complete at least 20 credits of subjects held in English (Japanese-basis domestic students only)      |
| 6   | Complete 4 credits of required Common Liberal Arts Subjects for APM (excluding the subjects in No. 7) |
| 7   | Earn credits for either "Fundamental Mathematics" or "Advanced Mathematics"                           |
| 8   | Complete all required APM Major Subjects (18 credits for 9 subjects)                                  |

- APM students must complete all of the following requirements to graduate.
- English-basis students do not need to fulfill requirement no. 5.

| No. | Graduation Requirement  |
|-----|---|
| 1   | Enroll for at least 4 years   |
| 2   | Complete at least 124 credits in total  |
| 3   | Complete all required language subjects (or be exempted from required language subjects)              |
| 4   | Fulfill the credit requirements for each subject field  |
| 5   | Complete at least 20 credits of subjects held in English (Japanese-basis domestic students only)      |
| 6   | Complete 4 credits of required Common Liberal Arts Subjects for APM (excluding the subjects in No. 7) |
| 7   | Earn credits for either "Fundamental Mathematics" or "Advanced Mathematics"                           |
| 8   | Complete all required APM Major Subjects (18 credits for 9 subjects)                                  |

# Graduation Requirement 2: Complete at least 124 credits in total

- Students must complete at least 124 credits to graduate
- There are also some specific rules about how to earn those 124 credits.

| Star<br>"Founda | rting from<br>tion Japanese I"  | Subject Field   | Required<br>Credits | Subtotal | Total           |
|-----------------|---------------------------------|---|---------------------|----------|-----------------|
| 100             |                                 | Japanese Language Subjects                                      | 16                  |          |                 |
|                 | _                               | Required Common Liberal Arts Subjects                           | 4                   |          |                 |
|                 | Common<br>Education<br>Subjects | Required Common Liberal Arts Subjects (Mathematics)             | 2                   | 40       |                 |
|                 | Subjects                        | Common Liberal Arts Subjects                                    | 10                  |          | At least<br>124 |
|                 |                                 | Language Education Subjects and/or Common Liberal Arts Subjects | 8                   |          | credits         |
|                 | APM Major<br>Education          | Required Major Education Subjects                               | 18                  | 62       |                 |
|                 | Subjects                        | Major Education Subjects  | 44                  | 02       |                 |
|                 | Other College Subjects          |   | 0                   | 0        |                 |
|                 |                                 | Subjects Not Counted Towards Graduation                         | 0                   | 0        |                 |

- APM students must complete all of the following requirements to graduate.
- English-basis students do not need to fulfill requirement no. 5.

| No. | Graduation Requirement  |  |  |
|-----|---|--|--|
| 1   | Enroll for at least 4 years   |  |  |
| 2   | Complete at least 124 credits in total  |  |  |
| 3   | Complete all required language subjects (or be exempted from required language subjects)              |  |  |
| 4   | Fulfill the credit requirements for each subject field  | Specific rules about<br>earn 124 credi |  |
| 5   | Complete at least 20 credits of subjects held in English (Japanese-basis domestic students only)      |  |  |
| 6   | Complete 4 credits of required Common Liberal Arts Subjects for APM (excluding the subjects in No. 7) |  |  |
| 7   | Earn credits for either "Fundamental Mathematics" or "Advanced Mathematics"                           |  |  |
| 8   | Complete all required APM Major Subjects (18 credits for 9 subjects)                                  |  |  |

# ► English-basis students are required to take Japanese Language Subjects!

- Your starting level for Japanese Language Subjects is decided by the results of the placement test you took at enrollment.
- The university will automatically assign you to classes until you earn all the required credits.

|                             | No. of Credits             |                             | Required Japa                | anese Subjects                        |   |
|-----------------------------|----------------------------|-----------------------------|------------------------------|---------------------------------------|---|
| Starting Level              | Required for<br>Graduation | Foundation I<br>(4 Credits) | Foundation II<br>(4 Credits) | Foundation III<br>(4 Credits)         | Intermediate<br>(4 Credits)             |
| Foundation I                | 16                         | Both Registered             | l in 1st Semester            | After Completing<br>Foundation I – II | After Completing<br>Foundation I – III  |
| Foundation II               | 12                         | Exempt                      | 1 <sup>st</sup> Semester     | After Completing<br>Foundation II     | After Completing<br>Foundation II – III |
| Foundation III              | 8                          | Exempt                      | Exempt                       | 1 <sup>st</sup> Semester              | After Completing<br>Foundation III      |
| Intermediate                | 4                          | Exempt                      | Exempt                       | Exempt                                | 1 <sup>st</sup> Semester                |
| Higher than<br>Intermediate | 0                          | Exempt                      | Exempt                       | Exempt                                | Exempt                                  |

## Graduation Requirement 3: Complete all required language subjects (or be exempted from required language subjects)

• Depending on your starting level for Japanese, the number of required credits for [Japanese Language Subjects] and [Language Education Subjects and/or Common Liberal Arts Subjects] will differ.

| Starting from<br>"Foundation Japanese I"  |                                   | Subject Field                             | Required<br>Credits | Subtotal | Total                      |
|---|-----------------------------------|---|---------------------|----------|----------------------------|
| Com   | Japanese Langu                    | age Subjects                              | 16                  |          |                            |
| mon Ed  | Required Comm                     | non Liberal Arts Subjects                 | 4                   |          |                            |
| Common Education Subjects   | Required Comm<br>(Mathematics)    | non Liberal Arts Subjects                 | 2                   | 40       | At least<br>124<br>credits |
| Subject   | Common Libera                     | ıl Arts Subjects                          | 10                  |          |                            |
| ν.  | Language Educa<br>Common Libera   | ation Subjects and/or<br>Il Arts Subjects | 8                   |          |                            |
| APM<br>Educa<br>Subje   | Required Major Education Subjects |   | 18                  | 62       |                            |
| Required Major Education Subjects  Major Education Subjects  Major Education Subjects |                                   | 44  | 62                  |          |                            |
| Other College Subjects  |                                   |   | 0                   |          |                            |
| Subje   | cts Not Counted                   | Towards Graduation                        | 0                   |          |                            |

|   | ting from<br>diate Japanese"    | Subject Field                           | Required<br>Credits | Subtotal                 | Total   |
|---|---------------------------------|---|---------------------|--------------------------|---------|
| Com   | Japanese Langu                  | age Subjects                            | 4                   |                          |         |
| ımon Ed   | Required Comm                   | on Liberal Arts Subjects                | 4                   | The 12 exemp<br>are move |         |
| ucation   | Required Comm<br>(Mathematics)  | on Liberal Arts Subjects                | 2                   | 40                       |         |
| Required Common Liberal Arts Subjects  Required Common Liberal Arts Subjects  (Mathematics)  Common Liberal Arts Subjects  Common Liberal Arts Subjects |                                 | 10                                      |                     | At least<br>124          |         |
| S   | Language Educa<br>Common Libera | tion Subjects and/or<br>I Arts Subjects | 20                  |                          | credits |
| APM Major<br>Education<br>Subjects  | Required Major                  | 18                                      | 62                  |                          |         |
| Major<br>ation<br>cts   | Major Educatior                 | Subjects                                | 44                  | 02                       |         |
| Other College Subjects  |                                 |   | 0                   |                          |         |
| Subje   | cts Not Counted                 | 0                                       |                     |                          |         |

- APM students must complete all of the following requirements to graduate.
- English-basis students do not need to fulfill requirement no. 5.

| No. | Graduation Requirement  |
|-----|---|
| 1   | Enroll for at least 4 years   |
| 2   | Complete at least 124 credits in total  |
| 3   | Complete all required language subjects (or be exempted from required language subjects)              |
| 4   | Fulfill the credit requirements for each subject field  |
| 5   | Complete at least 20 credits of subjects held in English (Japanese-basis domestic students only)      |
| 6   | Complete 4 credits of required Common Liberal Arts Subjects for APM (excluding the subjects in No. 7) |
| 7   | Earn credits for either "Fundamental Mathematics" or "Advanced Mathematics"                           |
| 8   | Complete all required APM Major Subjects (18 credits for 9 subjects)                                  |

## Graduation Requirement 4: Fulfill the credit requirements for each subject field

| Stat<br>"Founda"                   | ting from<br>tion Japanese I"                                      |                     |          |                            | I  |
|------------------------------------|--|---------------------|----------|----------------------------|----|
| "Fourier                           | Subject Field  | Required<br>Credits | Subtotal | Total                      |    |
| Commo                              | Japanese Language Subjects   | 16                  |          | 102 Credi                  | ts |
| on Educ                            | Required Common Liberal Arts Subjects                              | 4                   | 4        |                            |    |
| Common Education Subjects          | Required Common Liberal Arts Subjects (Mathematics)                | 2                   | 40       |                            |    |
| ojects                             | Common Liberal Arts Subjects                                       | 10                  |          | At least<br>124<br>credits |    |
|                                    | Language Education Subjects and/or<br>Common Liberal Arts Subjects | 8                   |          |                            |    |
| APM Major<br>Education<br>Subjects | Required Major Education Subjects                                  | 18                  | 62       |                            |    |
| /lajor<br>ion<br>ts                | Major Education Subjects   | 44                  | 02       |                            |    |
|                                    | Other College Subjects   | 0                   |          |                            |    |
| Subje                              | cts Not Counted Towards Graduation                                 | 0                   |          |                            |    |

Of the 124 credits required for graduation, students need to earn 102 credits in specific subject fields.

The remaining 22 credits do not need to be taken in a specific subject field. Please earn these credits in the fields you are interested in.

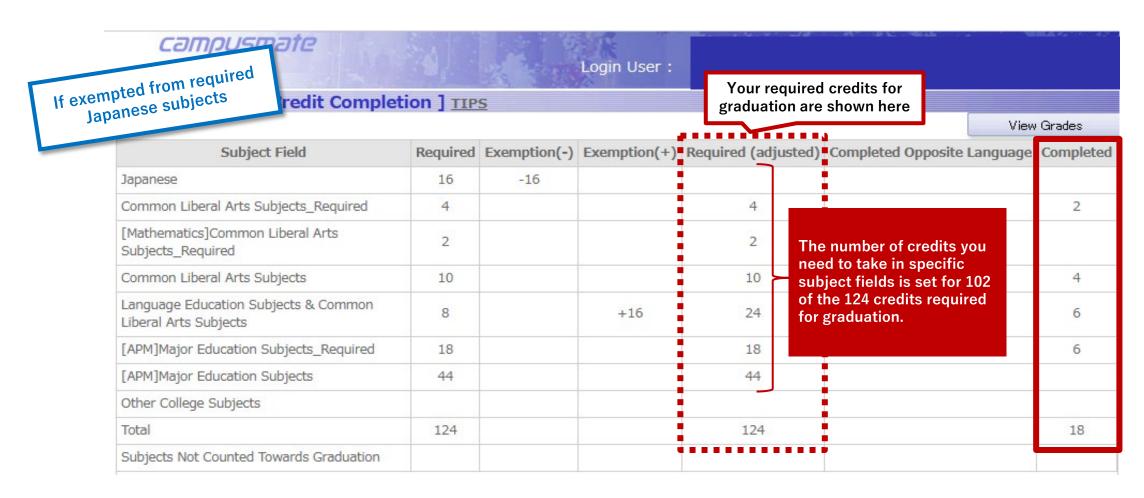
124 Credits – 102 Credits = 22 Credits

Remaining 22 credits can be from any subject field

Depending on your starting level for Japanese, the number of required credits for "Japanese Language Subjects" and "Language Education and/or Common Liberal Arts Subjects" will change slightly, but all students are still required to earn a total of 102 credits within these specified subject fields.

### APM: How to Check Your Required Credits for Graduation

- You can check your required credits for graduation as follows:
   [Method] Campusmate >> Click on "Grade Report" from the Academic Menu
- In order to graduate, the number of "Completed" credits must match (or exceed) the number under "Required (adjusted)". (see image below).



- APM students must complete all of the following requirements to graduate.
- English-basis students do not need to fulfill requirement no. 5.

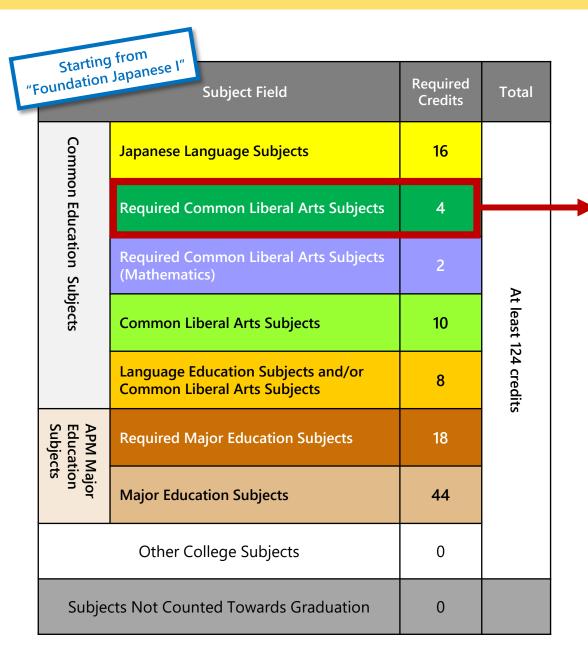
| No. | Graduation Requirement   |             |         |  |  |  |
|-----|--|-------------|---------|--|--|--|
| 1   | Enroll for at least 4 years  |             |         |  |  |  |
| 2   | Complete at least 124 credits in total   |             |         |  |  |  |
| 3   | Complete all required language subjects (or be exempted from required language subject                     |             | le ovel |  |  |  |
| 4   | Fulfill the credit requirements for each subject field  Arts Subjects?  What are Common Lib Arts Subjects? |             |         |  |  |  |
| 5   | Complete at least 20 credits of subjects held in English (Japanese-basis domestic study                    | lants only) |         |  |  |  |
| 6   | Complete 4 credits of required Common Liberal Arts Subjects for APM (excluding the subjects in No. 7)      |             |         |  |  |  |
| 7   | Earn credits for either "Fundamental Mathematics" or "Advanced Mathematic                                  | es"         |         |  |  |  |
| 8   | Complete all required APM Major Subjects (18 credits for 9 subjects)                                       |             |         |  |  |  |

# Curriculum Outline — Common Liberal Arts Subjects —

- What are Common Liberal Arts Subjects?
  - These subjects aim to provide students with the knowledge, skills, qualities, and abilities that form the basis of university study, thereby cultivating well-educated students.
  - Many of these subjects are available from your first year.

|         |                               |   |   |  |      |                      | 1                    |
|---------|-------------------------------|---|---|--|------|----------------------|----------------------|
|         |                               | Student Success Workshop 2                    | Languages of the Asia Pacific 2                 | Applied Intercultural Communication 2          |      |                      |                      |
|         |                               | Multicultural Cooperative Workshop 2          | Religions of the Asia Pacific 2                 | Skills and Practices for Global Leadership 2   |      |                      |                      |
|         |                               | Peace, Humanity and Democracy 2               | Geography of the Asia Pacific 2                 | Global Leadership for Social Impact 2          |      |                      |                      |
|         |                               | Introduction to Intercultural Communication 2 | Culture and Society of the Asia Pacific 2       | Japanese Art of Tea Ceremony 2                 |      |                      |                      |
|         | APU Literacy                  | Intercultural Fieldwork I 2                   | History of the Asia Pacific 2                   | Japanese Art of Flower Arrangement 2           |      |                      |                      |
|         |                               | Intercultural Fieldwork II 2                  | Japanese Politics and Society 2                 | Traditional Japanese Arts 2                    |      |                      |                      |
|         |                               | Studies of Multicultural Comparison 2         | Japanese Popular Culture 2                      |  |      |                      |                      |
|         |                               | Foundation for Global Leadership 2            | Japanese History 2                              |  |      |                      |                      |
|         |                               | Overseas Learning Design 2                    | Constitution of Japan 2                         |  |      |                      |                      |
|         |                               | Bridge Program 2                              | Special Lecture (Japanese Studies) 2            |  |      |                      |                      |
|         |                               | Introduction to Sustainable Development 2     | World Economy and Global Issues 2               | Advanced Mathematics   2                       |      |                      |                      |
|         |                               | Introduction to Tourism and Hospitality 2     | Introduction to Economics ★ 2                   |  |      |                      |                      |
| Commo   |                               | Introduction to Policy Studies 2              | Fundamental Mathematics☆ 2                      |  |      |                      |                      |
| n Liber | Introduction to Major         | Introdu 1st N                                 | <b>/ear</b>                                     | 2 <sup>nd</sup>                                | Year | 3 <sup>rd</sup> Year | 4 <sup>th</sup> Year |
| al Arts | Studies Group                 | Introducción co media scudies 2               |   |  |      |                      |                      |
|         |                               | Introduction to International Relations 2     |   |  |      |                      |                      |
|         |                               | Introduction to Comparative Politics 2        |   |  |      |                      |                      |
|         |                               | Introduction to Political Science 2           |   |  |      |                      |                      |
|         |                               | Legal Studies 2                               | Negotiation Skills 2                            | Health Science 2                               |      |                      |                      |
|         |                               | Psychology 2                                  | Logic and Critical Thinking 2                   | Media Production Lab 2                         |      |                      |                      |
|         |                               | Bioethics 2                                   | Self-analysis for Career Design 2               | Internship 2                                   |      |                      |                      |
|         |                               | AI and Society 2                              | Diverse Perspectives on Understanding Careers 2 | Career Field Analysis for Career Development 2 |      |                      |                      |
|         | Global Citizens<br>Foundation | Western Philosophy 2                          | Special Lecture (Liberal Arts Subject) 2        | AI and Data Science 2                          |      |                      |                      |
|         |                               | Chinese Philosophy 2                          | Web Design 2                                    | Introduction to GIS 2                          |      |                      |                      |
|         |                               | Western Visual Arts 2                         | Information Processing Essentials 2             | Database Systems 2                             |      |                      |                      |
|         |                               | Modern Science and Technology 2               | Programming Essentials 2                        | Special Lecture (ICT) 2                        |      |                      |                      |
|         |                               |   | Information Literacy 2                          | Information Systems Programming 2              |      |                      |                      |

## Graduation Requirement 6: Complete 4 credits of required Common Liberal Arts Subjects for APM



Students must earn credits for all of the following subjects to graduate.

| Subject Name              | Credits | Semester<br>Available From | Registration Method                       |
|---------------------------|---------|----------------------------|---|
| Statistics                | 2       | 1st Semester               | Registered by Student                     |
| Introduction to Economics | 2       | 1st Semester               | Registered by University in 2nd semester* |

to Economics" during your 2<sup>nd</sup> semester.

However, if you have credits available during your 1<sup>st</sup> semester, you can choose to register for this subject early. If you register for this subject and earn credits in your 1<sup>st</sup> semester, APU will not automatically

• \*The university will usually automatically register you for "Introduction"

 APU will automatically register you for "Introduction to Economics" in your enrollment language.

register it for you in your 2<sup>nd</sup> semester.

- APM students must complete all of the following requirements to graduate.
- English-basis students do not need to fulfill requirement no. 5.

| No. | Graduation Requirement  |
|-----|---|
| 1   | Enroll for at least 4 years   |
| 2   | Complete at least 124 credits in total  |
| 3   | Complete all required language subjects (or be exempted from required language subjects)              |
| 4   | Fulfill the credit requirements for each subject field  |
| 5   | Complete at least 20 credits of subjects held in English (Japanese-basis domestic students only)      |
| 6   | Complete 4 credits of required Common Liberal Arts Subjects for APM (excluding the subjects in No. 7) |
| 7   | Earn credits for either "Fundamental Mathematics" or "Advanced Mathematics"                           |
| 8   | Complete all required APM Major Subjects (18 credits for 9 subjects)                                  |

## Graduation Requirement 7: Earn credits for either "Fundamental Mathematics" or "Advanced Mathematics"

| Starti<br>"Foundati                | ang from<br>on Japanese I"<br>Subject Field                        | Required<br>Credits | Subt<br>otal | Total                |
|------------------------------------|--|---------------------|--------------|----------------------|
| Comm                               | Japanese Language Subjects   | 16                  |              |                      |
| on Educ                            | Required Common Liberal Arts Subjects                              | 4                   |              |                      |
| Common Education Subjects          | Required Common Liberal Arts Subjects (Mathematics)                | 2                   | 40           | A                    |
| ojects                             | Common Liberal Arts Subjects                                       | 10                  |              | t least 1            |
|                                    | Language Education Subjects and/or<br>Common Liberal Arts Subjects | 8                   |              | At least 124 credits |
| APM Major<br>Education<br>Subjects | Required Major Education Subjects                                  | 18                  | 62           | S                    |
| //ajor<br>tion<br>Ets              | Major Education Subjects   |                     | 62           |                      |
|                                    | Other College Subjects   | 0                   |              |                      |
| Subje                              | cts Not Counted Towards Graduation                                 | 0                   |              |                      |

 Students must earn credits for at least one of the following subjects to graduate.

| Subject Name            | Credits | Semester<br>Available From | Registration<br>Method   |
|-------------------------|---------|----------------------------|--------------------------|
| Fundamental Mathematics | 2       | 1st Semester               | Registered by Student    |
| Advanced Mathematics    | 2       | 3 <sup>rd</sup> Semester   | Registered by<br>Student |

- It is strongly recommended to finish this requirement early in your degree.
- You can take both classes if you are interested.
- "Fundamental Mathematics" can only be take in your enrollment language.

- APM students must complete all of the following requirements to graduate.
- English-basis students do not need to fulfill requirement no. 5.

| No. | Graduation Requirement  |                                       |
|-----|---|---------------------------------------|
| 1   | Enroll for at least 4 years   |                                       |
| 2   | Complete at least 124 credits in total  |                                       |
| 3   | Complete all required language subjects (or be exempted from required language subjects)              |                                       |
| 4   | Fulfill the credit requirements for each subject field  |                                       |
| 5   | Complete at least 20 credits of subjects held in English (Japanese-basis domestic students only)      |                                       |
| 6   | Complete 4 credits of required Common Liberal Arts Subjects for APM (excluding the subjects in No. 7) | What are APM Maj<br>Education Subject |
| 7   | Earn credits for either "Fundamental Mathematics" or "Advanced Mathematics"                           |                                       |
| 8   | Complete all required APM Major Subjects (18 credits for 9 subjects)                                  |                                       |

# **APM Major Education Subjects**

### What are APM Major Education Subjects?

- These subjects help students understand the goals and philosophy of APM, acquire specialized knowledge and skills, and pursue their interests.
- Most subjects can be taken from your 2<sup>nd</sup> year onwards.
- APM's Major Education Subjects are further divided into the following categories.

|             | Required Subjects                              | These subjects help students understand and apply fundamental business concepts and provide a solid grounding in each of the APM Areas of Study.   |
|-------------|--|--|
| Ą           | Strategic Management & Leadership (SML)        | This specialization teaches students about strategic management concepts, skills, and competencies, including strategy formulation, resource management, and leadership.   |
| APM Major   | Marketing (M)                                  | Students learn how to build brands, develop products and services, set pricing and promotion strategies, develop digital business and marketing, and manage customer relations and distribution systems.   |
| · Education | Accounting & Finance (AF)                      | Students are taught how to understand and manage the finances of companies and various other types of organizations.   |
| on Subjects | Entrepreneurship & Operations Management (EOM) | Students gain the knowledge, skills, and mindset needed to create and operate new companies and organizations, including learning about how to identify business opportunities, business model development, project management, and the entrepreneurial mindset. |
|             | Seminar Subjects                               | Students develop their knowledge and skills in their field of interest in small groups.  |
|             | APM Common Subjects                            | These subjects help students acquire specialized and practical knowledge and experience regardless of their Area of Study.   |

# Curriculum Outline — APM Major Education Subjects —

| _                            |                              | 1st Year                      | 2  | nd Year                               | 3   | rd Year   | 4th Year  |
|------------------------------|------------------------------|-------------------------------|--|---------------------------------------|---|---|---|
| Required                     | Introduction to Management * | 2 Introduction to Marketing ★ | 2 Organizational Behavior ★              | 2 Legal Strategy in Business ★        | 2 Business Ethics and Social Responsibility * | 2   | Global Management (Capstone) *  |
| Nagariaa                     | Accounting I *               | 2 Finance *                   | 2 Production and Operations Management * | 2                                     |   |   |   |
|                              |                              |                               | Family Business Management.              | 2 International Transactions          | 2 Strategic Project Management                | 2 Advanced Organizational Behavior 2  | 2 Advanced Seminar in MM (Marketing and Strategic Management and Leadersh |
|                              |                              |                               | Strategic Management                     | 2 Supply Chain Management             | 2 Strategic Decision Making                   | 2 Human Resource Management 2   | Undergraduate Project in MM (Marketing and Strategic Hanagement and Lea   |
| Marketing and<br>Strategic   |                              |                               | /  | Entrepreneurship                      | 2 Sustainable Business                        | 2 Responsible Leadership in Business 2  | Undergraduate thesis HM (Norketing and Strategic Management and Leader    |
| Management and<br>Leadership |                              |                               |  |                                       | Brand Management in the Digital World         | 2 Service Management 2  | 2   |
| (SML)                        |                              |                               |  |                                       | Managing Digital Business Transformation      | 2 Special Lecture in Strategic Management & Leadership 2                      | 2   |
|                              |                              | Required A                    | PM Major                                 |                                       | International Logistics                       | 2 Major Seminar in MH (Marketing and Strategic Management and Leadenship) o 2 | 2   |
|                              |                              |                               |  | keting                                | 2 International Marketing                     | 2 Brand Management in the Digital World 2                                     | Advanced Senior in HM (Marketing and Strategic Management and Lead        |
|                              |                              | Education                     | Subjects                                 | nologies and Future Society           | 2 International Logistics                     | 2 Managing Digital Business Transformation 2                                  | Undergraduate Project in NM (Marketing and Strategic Management and       |
| Marketing                    |                              |                               | Ť  | nking and Innovation                  | 2 Service Management                          | 2 Destination Marketing 2   | Undergraduate Their RM (Planteting and Strategic Management and Lead      |
| (M)                          |                              |                               | Promotion and Sales Management           | 2                                     |   | Special Lecture in Marketing 2  | 2   |
|                              |                              |                               | Product Development                      | 2                                     |   | Major Seminar in MH (Marketing and Strategic Management and Leadenship) o 2   | 2   |
|                              |                              |                               | Pricing Strategy                         | 2                                     |   |   |   |
|                              |                              |                               | Accounting II                            | 2 Corporate Finance                   | 2 Advanced Accounting                         | 2 Financial Market and Institutions 2   | 2 Advanced Seminar in AF (Accounting and Fina                             |
|                              |                              |                               | Cost Accounting                          | 2                                     | Auditing                                      | 2 International Finance 2   | 2 Undergraduate Project in AF (Accounting and Finan                       |
|                              |                              |                               | Financial AccountingI                    | 2                                     | International Accounting                      | 2 Finance and Technology 2  | 2 Undergraduate Thesis AF (Accounting and Fir                             |
| Accounting & Finance         |                              |                               | Financial AccountingII                   | 2                                     | Managerial Accounting                         | 2 Financial Derivatives 2   | 2   |
| (AF))                        |                              |                               |  |                                       | Taxation                                      | 2 Investment Analysis and Portfolio Management 2                              | 2   |
|                              |                              |                               |  |                                       | Special Lecture in Accounting                 | 2 Revenue Management 2  | 2   |
|                              |                              |                               |  |                                       |   | Special Lecture in Finance 2  | 2   |
|                              |                              |                               |  |                                       |   | Major Seminar in AF (Accounting and Finance) • 2                              | 2   |
|                              |                              |                               | Entrepreneurship                         | 2 Supply Chain Management             | 2 Managing Innovation                         | 2 Operations Research 2   | 2 Advanced Seminar in SCM (Sistrepreseurship and Operations Manage        |
| Entrepreneurship             |                              |                               | Social Entrepreneurship and Change Maker | 2 Product Development                 | 2 Managing Digital Business Transformation    | 2 Technology Management 2   | 2 Undergraduate Project in 60M (Ritmpreneurable) and Operations Ma        |
| and Operations<br>Management |                              |                               | Venture Entrepreneurship                 | 2 Design Thinking and Innovation      | 2 Advanced Venture Entrepreneurship           | 2 Strategic Project Management 2  | 2 Undergraduate Thesis ROM (Rittepreneuralis) and Operations Manag        |
| (EOM)                        |                              |                               | System Modelling and Analysis            | 2 New Technologies and Future Society | 2 Special Lecture in Entrepreneurship         | 2 Special Lecture in Operations Management 2                                  | 2   |
|                              |                              |                               |  |                                       |   | Major Seminar in EOM (Entrepreneuntlip and Operations Haragement) a           | 2   |
|                              |                              |                               | Macroeconomics                           | 2 APM Field Study                     | 2 Asian Economy                               | 2 Business Case Analysis & Communication 2                                    | 2   |
| APM Common                   |                              |                               | Microeconomics                           | 2 Business Internship                 | 2 International Economics                     | 2 Management Information Systems 2  | 2   |
|                              |                              |                               | Business Data Analytics                  | 2 Special Lecture(Management)         | 2   |   |   |
|                              |                              |                               | Big Data Analysis                        | 2 Research Design and Method 0        | 2   |   |   |

# Graduation Requirement 8: Complete all required APM Major Subjects (18 credits for 9 subjects)

| Star<br>"Foundat                   | ting from<br>tion Japanese I"<br>Subject Field                     | Required<br>Credits | Sub<br>total | Total                |
|------------------------------------|--|---------------------|--------------|----------------------|
| Comn                               | Japanese Language Subjects   | 16                  |              |                      |
| Common Education Subjects          | Required Common Liberal Arts<br>Subjects                           | 4                   |              | At least 124 credits |
| ation Su                           | Required Common Liberal Arts<br>Subjects (Mathematics)             | 2                   | 40           |                      |
| bjects                             | Common Liberal Arts Subjects                                       | 10                  |              |                      |
|                                    | Language Education Subjects and/or<br>Common Liberal Arts Subjects | 8                   |              | 24 credits           |
| APM Major<br>Education<br>Subjects | Required Major Education Subjects                                  | 18                  | 60           | O1                   |
| Major<br>tion<br>cts               | Major Education Subjects   |                     | 62           |                      |
| Other College Subjects             |  | 0                   |              |                      |
| Subje                              | cts Not Counted Towards Graduation                                 | 0                   |              |                      |

• Students must earn credits for all of the following subjects to graduate.

| Subject Name                              | Credits | Semester<br>Registered   | Registration<br>Method      |
|---|---------|--------------------------|-----------------------------|
| Introduction to Management                | 2       | 1st Semester             | Registered by<br>University |
| Accounting I                              | 2       | 1st Semester             | Registered by<br>University |
| Introduction to Marketing                 | 2       | 2 <sup>nd</sup> Semester | Registered by<br>University |
| Finance                                   | 2       | 2 <sup>nd</sup> Semester | Registered by<br>University |
| Organizational Behavior                   | 2       | 3 <sup>rd</sup> Semester | Registered by<br>University |
| Production and Operations Management      | 2       | 3 <sup>rd</sup> Semester | Registered by<br>University |
| Legal Strategy in Business                | 2       | 3 <sup>rd</sup> Semester | Registered by<br>University |
| Business Ethics and Social Responsibility | 2       | 5 <sup>th</sup> Semester | Registered by<br>University |
| Global Management (Capstone)              | 2       | 7 <sup>th</sup> Semester | Registered by<br>University |

- APU will automatically register you for these subjects in your enrollment language.
- If you have credits available during your 1<sup>st</sup> semester, you can choose to register for "Introduction to Marketing" and "Finance" early. If you register for these subjects and earn credits in your 1<sup>st</sup> semester, APU will not automatically register them for you in your 2<sup>nd</sup> semester.

# 1-3. APM Area of Study (Major & Minor)

**NOT a Graduation Requirement** 

# APM Areas of Study

APM has established four Areas of Study. Students can register for both a Major and Minor for a total of up to two Areas of Study. Your registered Areas of Study will appear on your diploma if you fulfill the necessary credit requirements for your Major/Minor.

| Strategic Management &  Leadership Marketing (M)  (SML) | Accounting & Finance (AF) | Entrepreneurship & Operations<br>Management<br>(EOM) |
|---|---------------------------|--|
|---|---------------------------|--|

## ▶ 3 Options

Students have 3 choices when registering for an Area of Study (\*See next slide)

- ① Not registering for an Area of Study
- 2 Registering one Area of Study as their Major
- ③ Registering one Area of Study as their Major and another Area of Study as their Minor

# Registering / Changing an Area of Study

| Eligible Semesters  | 1st Semester – Final Semester  |
|---------------------|--|
| Registration Period | Any time between the start of Registration Period A and the end of Correction Period 2 |
| Registration Method | Area of Study Application Form   |

# **Condition 1**) Register for Area of Study

# Condition 2) Earn required credits

### Information Included on Diploma

No registered Area of Study

Do not register for an Area of Study

No credit requirements for Areas of Study

Diploma will only include the following:

Bachelor of Business Administration

Register one Area of Study as Major

Register one Area of Study as your Major

#### Complete 16 or more credits from subjects assigned to your chosen Major

- ✓ Up to 4 credits of Seminar Subjects can be counted towards the 16 credit requirement
- ✓ These credits are also included in the 124 credits required for graduation

If you fulfill all the conditions listed on the left, the name of your Major Area of Study will also be listed on your diploma

**Bachelor of Business Administration** 

Name of Major Area of Study

Register one **Area of Study** as Major and another Area

of Study as

Minor

Minor

Major

Register one Area of Study as your Major

Register one of the other Areas of Study as your Minor

#### Complete 16 or more credits from subjects assigned to your chosen Major

- ✓ Up to 4 credits of Seminar Subjects can be counted towards the 16 credit requirement
- ✓ These credits are also included in the 124 credits required for graduation

#### Complete 12 or more credits from subjects assigned to your chosen Minor

- ✓ Up to 4 credits of Seminar Subjects can be counted towards the 12 credit requirement
- ✓ These credits are also included in the 124 credits required for graduation

If you fulfill all the conditions listed on the left, the names of your Major and Minor Areas of Study will also be listed on your diploma

**Bachelor of Business Administration** 

Name of Major Area of Study

Name of Minor Area of Study

\*If you do not complete the credit requirements for your Major, then your Minor will not be included on your diploma either.

# Break



# 2-1. What is Course Registration?

# **Course Registration**

# Course Registration is:

- Expressing yourself and choosing which classes you want to take.
- The most important part of your academic planning.
- Something you must do to attend class, earn credits, and graduate.
  - DO NOT register for courses you do not plan to take, as this may block other students who want to take the course from registering.

# ► Courses are arranged in order by year level, starting from the basics

Courses are arranged in order, starting with the basics, with subjects aimed at 1st-year students, then 2nd-year students, and so on.

Please check each subject's "Semester", "Subject Field", "Prerequisite Subjects", and "Course Registration Restrictions" and think carefully about what area you want to focus on before systemically registering for your courses.

# ► Maximum Credit Registration Limit

| Academic<br>Year Level | 1  |    | 1 2 |    | 3  |    | 4 and above |                   |
|------------------------|----|----|-----|----|----|----|-------------|-------------------|
| Semester<br>Level      | 1  | 2  | 3   | 4  | 5  | 6  | 7           | 8<br>and<br>above |
| Regular<br>Students    | 18 | 18 | 20  | 20 | 20 | 20 | 24          | 24                |

(Cr

All new students can register for a maximum of 18 credits in the 2025 Fall Semester

- There is a maximum limit on the number of credits you can register for each semester.
- Credits for courses automatically registered by the university are also included in this limit.
- There is no minimum number of credits you must register for each semester.
- You may be required to earn a set number of credits to apply for scholarships and certain programs. Please consult the Student Office.

| ▼APM – E (Starting from Japanese Foundation I) |         |        |      |      |        |        |       |    |    | (( | Credits) |    |                   |       |         |                |    |
|--|---------|--------|------|------|--------|--------|-------|----|----|----|----------|----|-------------------|-------|---------|----------------|----|
| 1  | 2       | 3      | 4    | 5    | 6      | 7      | 8     | 9  | 10 | 11 | 12       | 13 | 14                | 15    | 16      | 17             | 18 |
| Japa   | inese L | anguag | ge I | Japa | nese L | anguag | ge II | SS | W  | Mo | CW       |    | ction to<br>ement | Accou | nting l | Inform<br>Lite |    |

Students can delete on their own

Number of credits you can register for by yourself

| <b>V</b> APN | ▼APM – E (Exempted from All Required Japanese Subjects) |   |    |   |                    |       |         |   |                |    |    |    |    | (( | Credits) |    |    |
|--------------|---|---|----|---|--------------------|-------|---------|---|----------------|----|----|----|----|----|----------|----|----|
| 1            | 2   | 3 | 4  | 5 | 6                  | 7     | 8       | 9 | 10             | 11 | 12 | 13 | 14 | 15 | 16       | 17 | 18 |
| SS           | SW  | M | CW |   | ction to<br>gement | Accou | nting l |   | nation<br>racy | 1  | 2  | 3  | 4  | 5  | 6        | 7  | 8  |

Students can delete on their own

If you fail any of these subjects, the university will register the subject for you again in the following semester.

<sup>\*</sup>Subjects highlighted in red are required subjects that you must earn credits for in order to graduate.

# **Common Liberal Arts Subjects**

# Common Liberal Arts Subjects Registered by the University

|   | Student Success Workshop<br>(SSW)           | Multicultural Cooperative<br>Workshop<br>(MCW) | Information Literacy                     |
|---|---|--|--|
| Registration<br>Method                    | Registered by University *Cannot be dropped | Registered by University *Cannot be dropped    | Registered by University *Can be dropped |
| Semester<br>Registered<br>*Fall Enrollees | 1st Semester                                | 1st Semester                                   | 1st Semester                             |

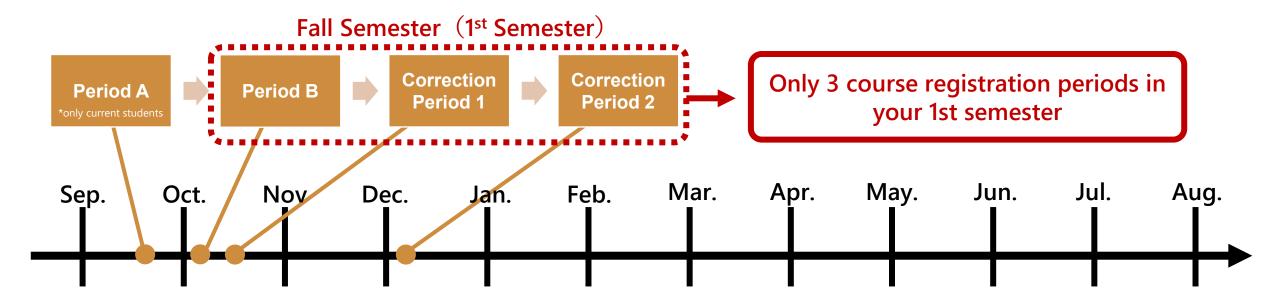
# **「Information Literacy」**

- On-demand course (Students study by watching recorded lessons at their own pace)
- You can drop this course if you decide you do not need to take it after checking your achievement level on the syllabus (can only be dropped in Period B or Correction 1)
- Can only be registered in 1st semester

# 2-2. Course Registration Periods

# **Course Registration Periods**

• During your 1<sup>st</sup> semester only, there are just 3 course registration periods: Period B, Correction Period 1, and Correction Period 2.



Period A

Period B

Correction Period 1

Correction Period 2

|          | Eligible Students          | Time        |  |  |
|----------|----------------------------|-------------|--|--|
| Period B | New or Reinstated Students | 9:30~17:00  |  |  |
|          | Current Students           | 12:00~17:00 |  |  |

| Course Type                      | Register / Drop |  |
|----------------------------------|-----------------|--|
| Semester Subjects                |                 |  |
| 1st Quarter Subjects             |                 |  |
| 2 <sup>nd</sup> Quarter Subjects | Register / Drop |  |
| Session Subjects                 |                 |  |
|                                  |                 |  |

- All courses can be registered.
- Can register for subjects from other colleges from your 2nd year (3rd semester).
- Subjects and classes that still have seats available after Period A
   can be registered by students from any college in Period B.

Period A

Period B

**Correction Period 1** 

Correction Period 2

|                     | Eligible Students | Start Time | End Time                 |
|---------------------|-------------------|------------|--------------------------|
| Correction Period 1 | ALL               | 10:00      | 10:00<br>on the next day |

| Course Type                      | Register / Drop |  |
|----------------------------------|-----------------|--|
| Semester Subjects                | Cannot Register |  |
| 1st Quarter Subjects             | / Drop only     |  |
| 2 <sup>nd</sup> Quarter Subjects | Pogistor / Drop |  |
| Session Subjects                 | Register / Drop |  |

- Semester courses and first quarter courses that have already started can only be dropped.
- Subjects and classes that still have seats available after Period B
  can be registered by students from any college during
  Correction Period 1 (Only 2<sup>nd</sup> quarter courses and winter session courses).

Period A

Period B

Correction Period 1

**Correction Period 2** 

|                     | Eligible Students | Start Time | End Time                 |
|---------------------|-------------------|------------|--------------------------|
| Correction Period 2 | ALL               | 10:00      | 10:00<br>on the next day |

| Course Type                      | Register / Drop |  |
|----------------------------------|-----------------|--|
| Semester Subjects                | Cannot          |  |
| 1 <sup>st</sup> Quarter Subjects | Change          |  |
| 2 <sup>nd</sup> Quarter Subjects | Drop Only       |  |
| Session Subjects                 | Register / Drop |  |

- 2nd quarter courses can only be dropped. (Registration for semester courses and 1st quarter courses cannot be modified.)
- Session courses that still have seats available after Correction
   Period 1 can be registered.
- You cannot change your course registration after Correction
   Period 2 ends no matter the reason.

# **Course Registration Periods - Summary-**

| Period                        | Semester 1st Quarter<br>Courses Courses |                 | 2 <sup>nd</sup> Quarter<br>Courses | Session<br>Courses |  |
|-------------------------------|---|-----------------|------------------------------------|--------------------|--|
| Period A *Current students or | Register / Drop                         | Register / Drop | Register / Drop                    | Register / Drop    |  |
| Period B                      | Register / Drop                         | Register / Drop | Register / Drop                    | Register / Drop    |  |
| Correction<br>Period 1        | Drop Only                               | Drop Only       | Register / Drop                    | Register / Drop    |  |
| Correction<br>Period 2        | <u>Cannot Change</u>                    | Cannot Change   | Drop Only                          | Register / Drop    |  |

Period A: Can register for Language Education Subjects, Common Liberal Arts Subjects, and your own college's subjects.

Period B: Can also register for other colleges' subjects (\*from 3<sup>rd</sup> semester onwards).

# - POINT -How to Think About Registration

- Courses that haven't started yet Can register or delete course
- Courses that have already started Can only delete course
- Courses that are already halfway through/ courses that have already ended Cannot register or delete course

Course Registration Schedule >



| Course Registration Period | Date & Time                                       |  |  |  |  |
|----------------------------|---|--|--|--|--|
| Period B                   | Mon., September 29, 9:30-17:00                    |  |  |  |  |
| Correction Period 1        | Wed., October 8, 10:00 – Thu., October 9, 10:00   |  |  |  |  |
| Correction Period 2        | Wed., December 3, 10:00 – Thu., December 4, 10:00 |  |  |  |  |

- You can register for courses at home, in AP House, or anywhere else either on or off campus with an internet connection.
- New students who do not have their own device by Course Registration Period B are encouraged to use the open PC classrooms on campus.
- Please note that there are a limited number of PC classrooms, so there is possibility that you will be unable to use them.
   We ask for your understanding.
- The university will announce the open PC classrooms on Campus Terminal.

July 2025 Division of Academic Affairs Ritsumeikan Asia Pacific University

# **IMPORTANT**

Changes to the Course Registration System starting in AY 2026 Spring Semester

The course registration system will change from AY 2026 Spring Semester.

**≪Main Changes** ≫

- 1. Introduction of Lottery-based Registration System \*Lottery-based application: If the number of applicants exceeds the number of places available, a lottery will be held to determine who will register for the course. The lottery will be conducted randomly by computer, without taking into consideration semester, grades, etc.
- 2. Priority Registration Period A will **change to the semester level** (starting with highest semester level).

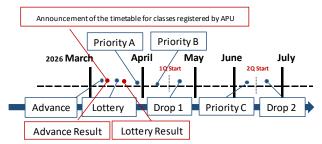
The GPA based registration will be abolished.

- 3. Introduction of "Priority Registration Period C"
- 4. Correction Periods 1 & 2 will change to "Drop Period 1 and 2"
- 5. Change in the Registration Period for

**Students Returning from Leave of Absence** 

**≪Target Students** ≫ All undergraduate students

≪ Overview of the new Course Registration System starting in AY 2026 Spring Semester >





| Period   | Timing                                      | Registration Changes Possible  |                     |  |                 |  |  |  |  |
|--|---|--|---------------------|--|-----------------|--|--|--|--|
|  | 6   | Semester Courses   | 1st Quarter Courses | 2nd Quarter Courses  | Session Courses |  |  |  |  |
| Application Period for Courses Requiring University Approval (Prior Application Period) *Current and returning students only | Before the commencement of classes          | Apply only   | Apply only          | Apply only   | Apply only      |  |  |  |  |
|  |   |  | *registered courses | cannot be dropped  |                 |  |  |  |  |
| Lottery-based Registration Period *Current and returning students only   | Before the commencement of                  | Apply only   | Apply only          | Apply only   | Apply only      |  |  |  |  |
|  | ciasses                                     |  | *registered courses | cannot be dropped  |                 |  |  |  |  |
| Priority Registration Period A<br>(Semester Level Priority(starting with highest<br>semester level))                         | Before the commencement of classes          | Add / Drop   | Add / Drop          | Add / Drop   | Add / Drop      |  |  |  |  |
| *Current and returning students only   | ciasses                                     | *courses registered by the university or Prior Application or Lottery-based registration cannot be dropped |                     |  |                 |  |  |  |  |
| Priority Registration Period B   | Before the commencement of                  | Add / Drop   | Add / Drop          | Add / Drop   | Add / Drop      |  |  |  |  |
| *All students  | classes                                     | *courses registered by the university or Prior Application or Lottery-based registration cannot be dropped |                     |  |                 |  |  |  |  |
| Course Drop Period 1   | 1 week after the commencement of 1Q         | Drop only  | Drop only           | Drop only  | Drop only       |  |  |  |  |
| *All students  | classes                                     | *courses registered by the university or Prior Application or Lottery-based registration cannot be dropped |                     |  |                 |  |  |  |  |
| Priority Registration Period C   | Before the                                  | Cannot Change  | Cannot Change       | Add / Drop   | Add / Drop      |  |  |  |  |
| *All students  | classes                                     | Carriot Change   | Califiot Change     | *courses registered by the university or Prior<br>Application or Lottery-based registration cannot<br>dropped    |                 |  |  |  |  |
| Course Drop Period 2  *All students  | 1 week after the commencement of 2Q classes | Cannot Change  | Cannot Change       | Drop only  | Drop only       |  |  |  |  |
| All Students   |   |  |                     | *courses registered by the university or Prior<br>Application or Lottery-based registration cannot be<br>dropped |                 |  |  |  |  |

Please note that the above content is subject to change.



# 2-3. Preparation Work for the Course Registration Guidance (Homework)

**Important** 

**Course Registration Guidance** 

Thu., September 25

Please fill out the "Study Plan Worksheet" before the Course Registration Guidance. You will use this worksheet to create your timetable during the guidance session.

#### [Purpose]

- Understand how to plan your course registration over 4 years of study.
- Learn about the steps and reference materials needed for course registration.
- Understand how to use the Excel resources and Campusmate.
- Learn how to register for courses by yourself from your 2<sup>nd</sup> semester onwards.

# STEP 1: Think about your 4-year study plan

What do you want to study at APU? What interests you at the moment? What kind of career to do you want in the future? It doesn't matter if its just a vague idea. Write down anything that comes to mind.

E.g. I want to find a job that uses Japanese / I'm interested in media / I'm curious about international relations / I mainly want to focus on studying marketing / I'm interested in SDGs / I want to teach English...

2023 Curriculum Students

#### Preparation for Course Registration Guidance (Study Plan Worksheet)

Course registration is the process of choosing and registering for the classes you want to take. It is the most important process for deciding your study plan, and something you must do to attend classes, earn credits, and graduate. Students need to register for courses each semester.

In the Course Registration Guidance Session on Wednesday, April 3, you will have the opportunity to actually create your ideal timetable while checking the Subject List and each subject's syllabus. It is important to have an understanding of the points you need to bear in mind when making your timetable, so please complete STEP 1 to STEP 3 on this worksheet before attending the Course Registration Guidance Session. Please make sure to bring this worksheet with you to the Course Registration Guidance Session.

#### STEP 1: Think about your 4-year study plan

What do you want to study at APU? What interests you at the moment? What kind of career do you want in the future? It doesn't matter if its something you are just considering or a vague idea. Write down what comes to mind.

E.g.: I want to find a job that uses Japanese / I want to work in the tourism industry / I'm curious about international relations / I mainly want to focus on studying marketing / I want to teach English, etc.

#### STEP 2: Find subjects you want to study and subjects that interest you

While considering which subjects may link to what you wrote for STEP 1, look through the Curriculum Outline and Subject List and write down any subject names that pique your interest on the back of this worksheet. The Curriculum Outline and Subject List include all the subjects you can study during your 4 years at APU.

Curriculum Outline:

The Curriculum Outline only shows the Major Education Subjects for your own college. Choose subjects from the section for 1st-year students.

Subject Lis

The Subject List also includes Major Education Subjects from other colleges (Other College Subjects). Choose subjects that have "1" written under "Semester".

E.g.: Students interested in media: Introduction to Media Studies, Japanese Popular Culture...

Students interested in international relations: Introduction to International Relations, Introduction to

Comparative Politics, Introduction to Area Studies...

#### STEP 3: Check the course content using the syllabus

Look up what you can study for each of the subjects you listed in STEP 2.

It is impossible to know what you will study and the format of classes from the subject name alone. Carefully read through the syllabus to check what content you want to study. If you make a note of the course content and evaluation method, it will be easy for you to check back afterwards.

======End of Preparations======

#### STEP 4: Attend the Course Registration Guidance Session on April 3

Please complete this worksheet before attending the Course Registration Guidance Session. During the session, we will go over STEP 1 to 3, check if the subjects you want to take are available this semester, and create your own timetable together.

# STEP 2: Find subjects you want to study and subjects that interest you

While considering which subjects may link to what you wrote for STEP 1, look through the Curriculum Outline and Subject List and write down any subject names that pique your interest. The Curriculum Outline and Subject List include all the subjects you can study during your 4 years at APU.

APM 2023 Curriculum Outline

APM 2023 Subject List

STEP 3: Check the course content for the subjects you wrote down in STEP 2

It is impossible to know what you will study from the subject name alone. Check the syllabus, which has information about the course content, plan, and evaluation method.

Syllabus

| <b>₩</b>           | orksh            | eet fo  | or APM                    | 2023 Curriculum Students  |
|--------------------|------------------|---|---------------------------|---|
|                    |                  |   |                           | Subjects You Want to Take & Subjects that Interest You  |
|                    |                  | English   | ST<br>(Standard<br>Track) | English-basis students are not eligible to take these subjects.   |
|                    |                  |   | AT<br>(Advanced<br>Track) | *English-basis students are also eligible to take these subjects, but there are some conditions.  |
|                    | Language         | Jap   | enese                     | *The university will automatically register you for Foundation (/II/III and Intermediate based on the results of the Placement Test. Please write down any other Japanese subjects you are interested in. *Japanese-basis students are not eligible to take these subjects. |
| Common Education   |                  |   | AP<br>guage               | "You cannot register for subjects teaching your native language. "Japanese-basis students must have completed or be exempted from "Elementary English A and B", and English-basis students must have completed or been exempted from "Japanese Foundation I, II, II".       |
| ation Subjects     |                  | Cor   | mmon                      |   |
| -                  | Con              | APU Literacy                                    |                           |   |
|                    | Common Liberal A | Major Studies<br>Group                          |                           |   |
|                    | Arts             |   | l Citizens<br>indation    |   |
|                    | Requi            | red Sul   | bjects                    |   |
|                    |                  | gic<br>gemen<br>rship (:                        |                           | No subjects are available to 1st-year students. You can register for these subjects from your 2nd year (3rd semester) onwards. Please write down any subjects you want to take in your 2nd year or above.   |
| APM Major Ed       | Marketing (M)    |   | N)                        | *No subjects are available to 1st-year students. You can register for these subjects from your 2nd year (3rd semester) onwards. Please write down any subjects you want to take in your 2nd year or above.  |
| Education Subjects |                  | counting &<br>ance (AF)                         |                           | "No subjects are available to 1st-year students. You can register for these subjects from your 2nd year (3rd semester) onwards. Please write down any subjects you want to take in your 2nd year or above.  |
| ST.                | and O            | repreneurship<br>d Operations<br>nagement (EOM) |                           | No subjects are available to 1st year students. You can register for these subjects from your 2nd year (3nd semester) onwards. Please write down any subjects you want to take in your 2nd year or above.   |
|                    | APM (            | Commo   | on                        | No subjects are available to 1st year students. You can register for these subjects from your 2nd year (3nd semester) onwards. Please write down any subjects you want to take in your 2nd year or above.   |
|                    |                  | Colleg<br>S / ST)                               |                           | *1st year students cannot register for other colleges' major subjects. You can register for these subjects from Period B of your 2nd year (3rd semester) onwards.<br>Please write down any subjects you want to take in your 2nd year or above.                             |
|                    |                  |   |                           |   |

# 2-4. Other

#### **Class Cancellations & Make-up Classes**

- Classes may be cancelled if the instructor is unwell, due to weather conditions, etc.
- If a class is cancelled, then a make-up class will be held on one of the designated make-up class days. (Make sure to keep your schedule free on days marked as "Make-up Classes" on the Academic Calendar.)
- Information about class cancellations and make-up classes is posted to Campus Terminal.

## **Contacting Instructors**

- At university, in principle students communicate with their instructors directly. (Questions, class absences, etc.)
- Please use the following methods to consult your instructors if you have any questions or doubts about your classes.
  - Consult your instructor in the classroom either before or after class
  - Send questions by email (Check their contact information from the syllabus, on the office hours page, or in class)
  - Use office hours (The hours when professors are available for consultation in their office. Check the time on the office hours webpage.)
- Part-time professors do not have their own office. Please ask any questions by email or in class.

# **Important Notes**

- Always include 1) your student ID number, 2) full name, and 3) the details of your consultation or question when sending emails.
- Always use your APU email address (@apu.ac.jp) when contacting your professors or university staff.



# 1. Read and review the following materials

Check the following materials to further your understanding of the graduation requirements.



Today's Guidance Materials

FAQs



Supplementary
Information (Next Slides)

First check the "How to Use this Website" page!

#### 2. Fill out the worksheet

Fill out the "Study Plan Worksheet" before attending the Course Registration Guidance.

# 3. Attend the Course Registration Guidance

Join the Course Registration Guidance after completing steps 1 and 2 above.

Date: Thu., September 25

Items to Bring: PC, completed worksheet, writing implements



# **Supplementary Information**



#### Website / Online Materials

Graduation requirements for each college, subjects available to all students (Language Subjects, etc.), and other important academic information.



#### **Syllabus**

Professors provide information about the course plan to students, including course content, grading method, and other important information.



#### **Subject List**

This contains important information you need when registering for courses, including course registration restrictions and which semester subjects are available from.

\*Includes subjects that aren't offered every semester.



#### **Course Timetable**

A list of all the courses offered that semester with information about the day, period, classroom, etc. Subjects not included on the list are not available that semester.

#### 1. Check the timetable for your automatically-registered subjects

- The timetable for your automatically-registered subjects will be sent as an Excel file to the "Action Required" section on Campus Terminal from the day before course registration.
- Check the day and period for your automatically-registered subjects and confirm your free periods and how many credits you can register by yourself. (The day and period of automatically-registered subjects cannot be changed.)

#### 2. Check the syllabus, subject list, and course timetable

- Use the syllabus, subject list, and course timetable to research information about the subjects you want to register in your open class periods. (\*Make sure to check the information for your curriculum.)
- Syllabus: Check the information about course content, grading method, and recommended qualifications/knowledge, and think about which subjects you want to take.
- Subject List: Check the semester available, prerequisites, and course registration restrictions to see if you can register for the courses you are interested in.
- Course Timetable: Check if the subject you want to take is offered in the current semester. Subjects that are not included on the course timetable are not available that semester.

#### 3. Make a (tentative) timetable

- Make a tentative timetable based on 1 and 2.
- We recommend making several tentative timetables in case you are unable to register for your first-choice subjects during course registration.

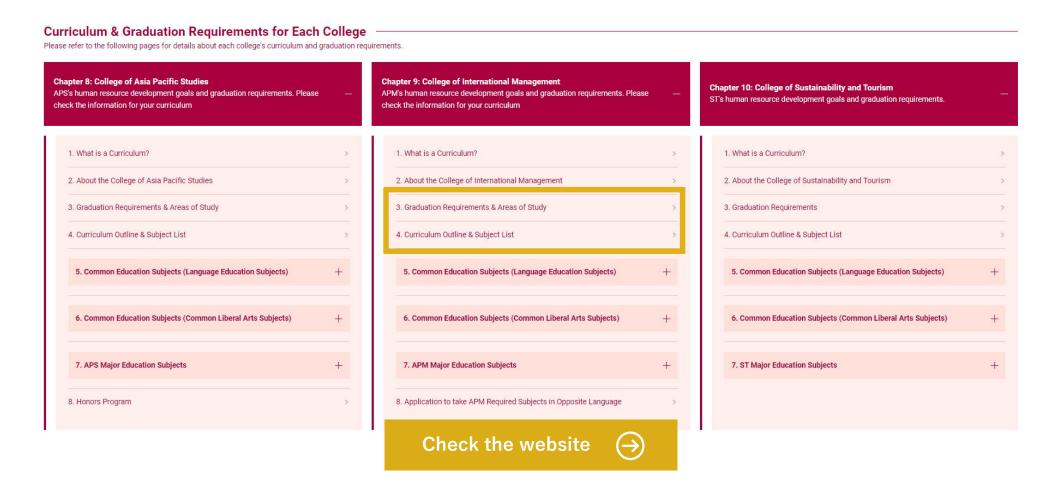
#### 4. Register for your courses during course registration

• Register for courses on Campusmate.

Mon., September 29, 9:30-17:00

#### **Materials 1: Website and Online Materials**

- Detailed information about each college's graduation requirements is available on the website. Please check the information for your college.
- The subject lists and information about graduation requirements are separated by curriculum, so please check the information for your curriculum.



# What is a Syllabus?

- Professors use the syllabus to tell students their plan for the course.
- The syllabus contains important basic information about the course, including the semester offered, course content, grading method, and notes for students.
- You can check each subject's syllabus on Campus Terminal or the Academic Information website.
- Please check the syllabus when choosing your courses.



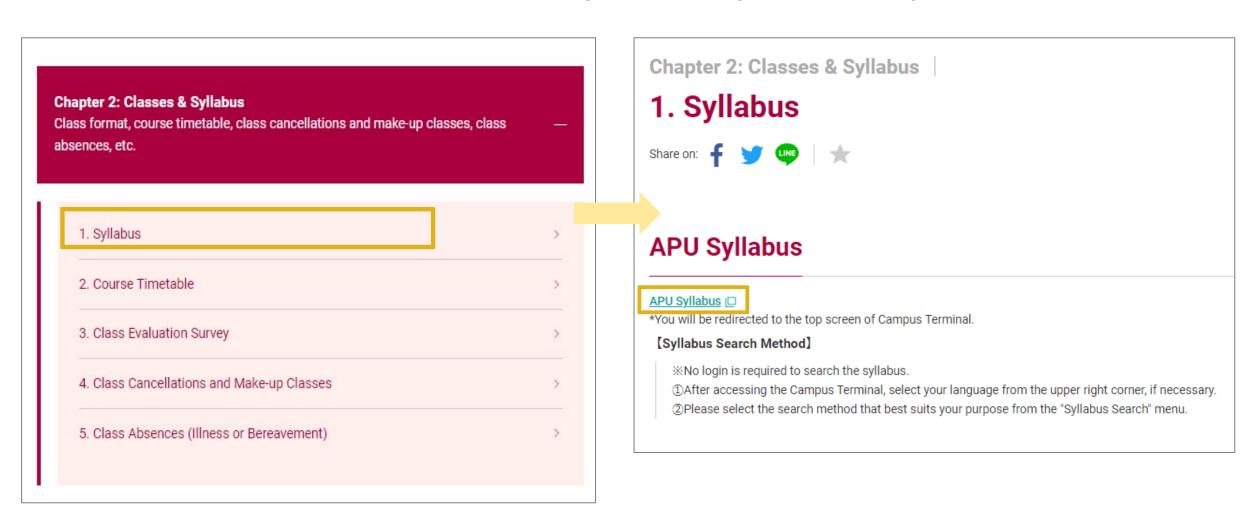


- Subject / Class Name
- Semester Offered (SP/FA)
- Instructor's Name
- Course Description
- Format of Each Class Session
   (In person/online/on demand)
- Notes for Students
- Textbooks / Reference
   Materials
- Grading Method
- Instructor's Contact Info

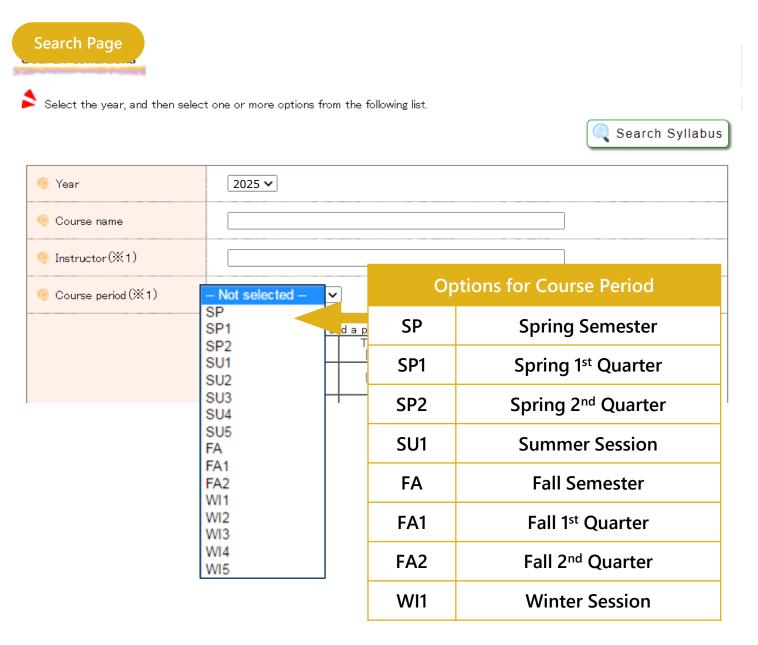
# Materials 2: Syllabus

## [Access Method]

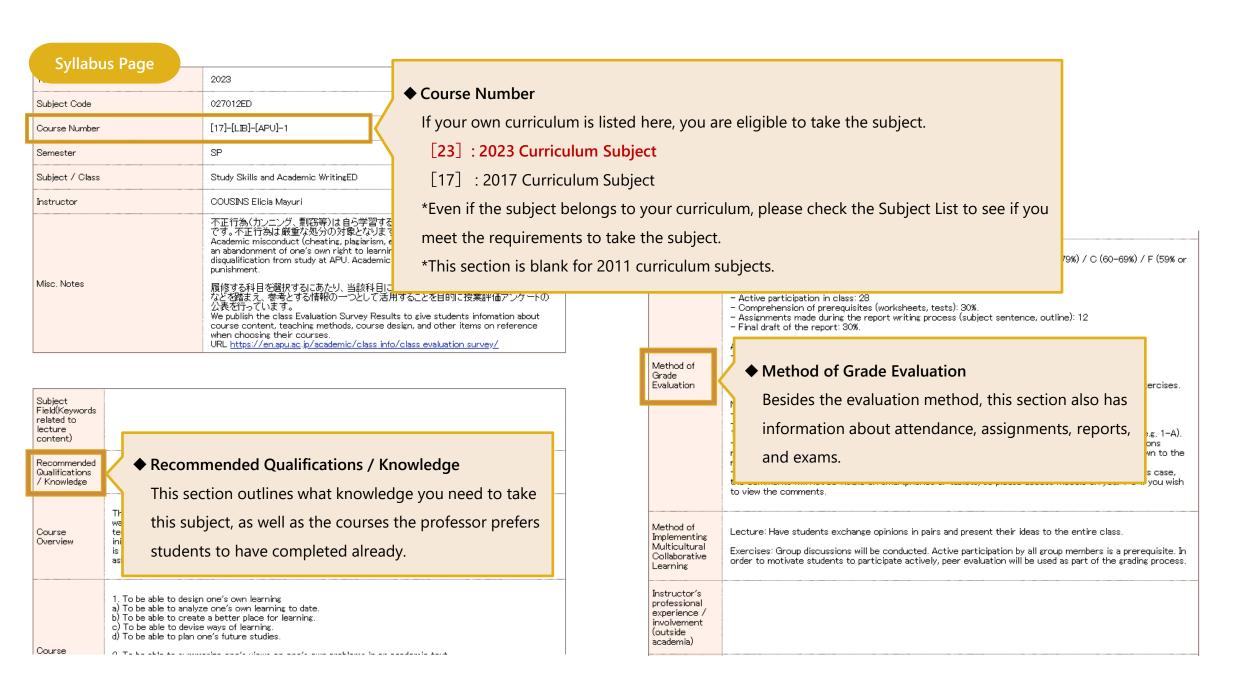
Academic Information website >> Chapter 2: Classes & Syllabus >> 1. Syllabus >> APU Syllabus



## Materials 2: Syllabus



- You can select the relevant course period and specify the subject, instructor, day, and class period when searching for courses.
- If you search by course name or instructor, please do not change a single letter or word.
- We recommend copy and pasting the instructor's name or course name directly from the course timetable (Excel).



# $\Rightarrow$

## Course Number

The course number indicates the position of the subject within the curriculum and the curriculum's overall organization. Please refer to this number on the syllabus when planning your systematic course registration.

| 2023   |   |
|--|---|
| 028011EA   |   |
| [23]-[LIB]-[MSG]-1   |   |
| SP   |   |
| Fundamental MathematicsEA  |   |
| LANGLEY Raymond  |   |
| Academic misconduct (cheating, plagiarism, etc.) during an examinat<br>abandonment of one's own right to learning and will result in a stude | on amounts to an<br>nt's disqualification                   |
|  | 028011EA  [23]-[LIB]-[MSG]-1  SP  Fundamental MathematicsEA |

| E.g.               | Curriculum    | Subject Field       | Field of Study                         | Grade Number          |  |
|--------------------|---------------|---------------------|--|-----------------------|--|
| Course Number 23 - |               | LIB -               | MSG -                                  | 1                     |  |
| Meaning            | 23 Curriculum | Common Liberal Arts | Introduction to Major<br>Studies Group | For 1st Year Students |  |

# What is the Subject List?

- The subject list has information about the registration requirements for each subject. If you do not fulfill the requirements, you cannot register for the subject.
- The subjects listed are not necessarily offered every semester.
- Please refer to the syllabi and course timetable published each semester for more details about the subjects that will be offered that semester.

# Items on the Subject List



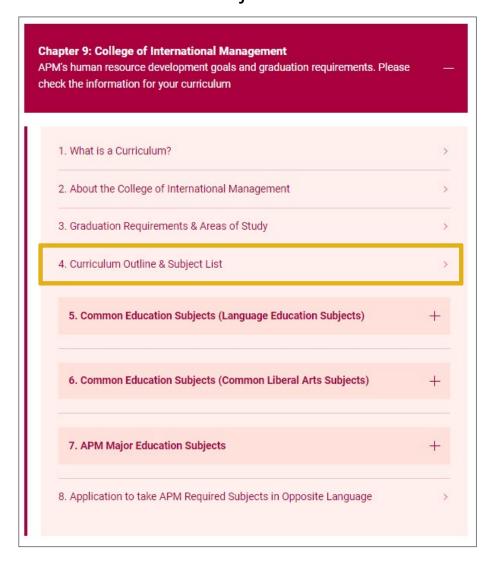
- Subject Name
- Credits
- Semester Available
- Prerequisite Subjects
- Course Re-registration
- Course Registration
   Restrictions
- Area of Study etc.

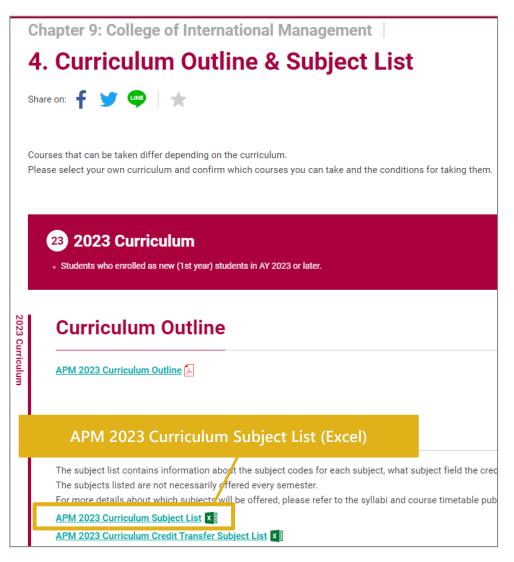


## Materials 3: Subject List

#### [Access Method]

Academic Information website >> Chapter 9: College of International Management >> 4. Curriculum Outline & Subject List >> APM 2023 Curriculum Subject List





| Sample   |       |   |  |   |                                     |
|--|-------|---|--|---|-------------------------------------|
| 料目名  | 配当セメ  | 前提科目JST   | 前提科目JAT                                | 前提科目E   | 履修制限                                |
| Cubiact Nama                                       | スター   | Prerequisite  | Prerequisite                           | Prerequisite  | Course                              |
| Subject Name                                       | Sem * | Subjects for J  | Subjects for J                         | Subjects for 💌  | Registration                        |
| 中国語 <b>II</b><br>Chinese II                        | 1     | ·010180 中国語 I<br>Chinese I<br>·011100 英語初級<br>A Elementary<br>English A<br>·011101 英語初級B<br>Elementary<br>English B | ·010180 中国語 I<br>Chinese I             | ·010081 日本語初<br>級 I Japanese<br>Foundation<br>Course I<br>·010091 日本語初<br>級 II Japanese<br>Foundation<br>Course II<br>·010092 日本語初<br>級 II Japanese<br>Foundation<br>Course III<br>·010180 中国語 I<br>Chinese I |                                     |
| 日本語プロジェクトF<br>Japanese Project F                   | 1     | ・010103 日本語上<br>級 Advanced<br>Japanese  | ・010103 日本語上<br>級 Advanced<br>Japanese | ·010103 日本語上<br>級 Advanced<br>Japanese  |                                     |
| 日本語·日本社会<br>Language and Social<br>Topics in Japan | 1     | ・010103 日本語上<br>級 Advanced<br>Japanese  | ・010103 日本語上<br>級 Advanced<br>Japanese | ・010103 日本語上<br>級 Advanced<br>Japanese  |                                     |
| 会計学II<br>Accounting II                             | 3     | ·030571 会計学 I<br>Accounting I   | ・030571 会計学 I<br>Accounting I          | ·030571 会計学 I<br>Accounting I   | B期間から<br>Available from<br>Period B |

<sup>\*</sup>The image is a sample. Please check the APM 2023 Curriculum Subject List for the official list.

# **POINTS of Note**



#### [Semester]

The semester from which the subject is available to students. You can register for this subject if you are in the semester listed or higher.

#### [Prerequisite Subjects]

You cannot register for this subject unless you have already earned credits for the subjects listed here. If you have not earned credits for the set prerequisite subjects, then you cannot register for the subject even if you meet the semester requirements. Prerequisite subjects differ for JST/JAT/E students.

#### **[Course Registration Restrictions]**

Lists any restrictions on registering for that subject.

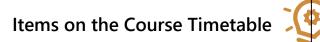
This column notes which subjects are automatically registered by APU, when students can register for the subject, and if there any restrictions related to language basis.

### What is the Course Timetable?

- The Course Timetable lists all the courses offered for the current semester, including information about the day, class period, classroom, etc.
- Subjects not listed on the current course timetable are not offered that semester.

\*The timetable for Session Subjects is announced separately

 The timetable also contains the information listed on the right, so make sure to check it before registering for courses.



- Term / Day of Week / Period
- Course Format / Classroom /
   Zoom ID
- Subject Name / Subject Code
- Instructor
- Method of Grade Evaluation
- Language
- Semester Available From
- Subject Field / Area of Study

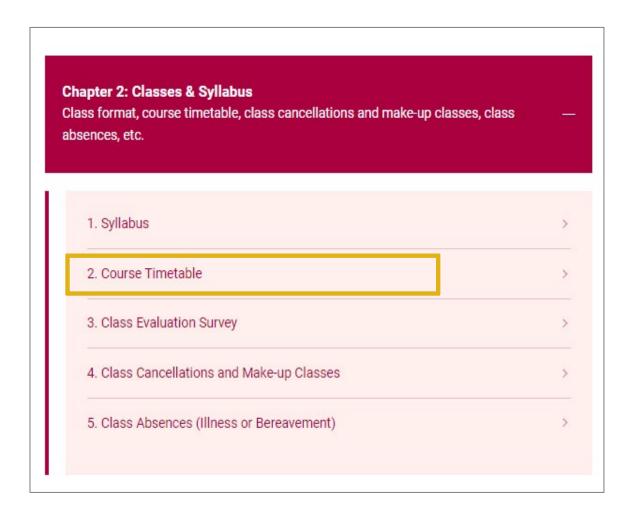


#### Materials 4: How to Access the Course Timetable

#### [Access Method]

Academic Information website >> Chapter 2: Classes & Syllabus >> 2. Course Timetable >>

College of International Management (APM) >> 2023 Curriculum >> For 2023 APM Curriculum Students 2025 Fall



#### **Course Timetable**

The timetable varies depending on the college and enrollment year. Please check care

The fall semester timetable and syllabus may be subject to change in the future and  $\epsilon$  Please be sure to check the updated timetable and syllabus before registering for fall %The schedule for the summer session is planned to be released around June, and tl %The timetable for classes registered by the University for spring semester will be ar students. Announcements will be made in the "Action Required" section of Campuste

AY2025 Summer Session Course Timetable (PDF, updated 2025/7/7)

College of Asia Pacific Studies (APS)

For 2023 APM Curriculum Students 2025 Fall

College of International Management (APM)

#### © 2023 Curriculum

- 1. Students who enrolled as new (1st-semester) students from AY 2023 onwards.
- 2. Students who enrolled as 2nd-year transfer students from AY 2024 onwards.
- 3. Students who enrolled as 3rd-year transfer students from AY 2025 onwards.

#### AY2025 Spring Semester Course Timetable

- For 2023 APM Curriculum Students 25Spring (xlsx, updated 2025/5/28)
- AY2025 Fall Semester Course Timetable
- For 2023 APM Curriculum Students 25Fall x (xlsx, updated 2025/3/3)

Term

Length of the course period

Online (Course Format) Only Distance Learning Courses will have a "O" in this column

Classroom /Zoom ID

Distance Learning Courses: Zoom ID In-Person Courses: Classroom

Subject Name

"Online" is written at the beginning of the subject name for Distance Learning Courses only

| 1           |                    |               |        |                |                  |                     | 4   |
|-------------|--------------------|---------------|--------|----------------|------------------|---------------------|---|
| 期間/<br>Term | 曜日/<br>Day of Week | 時限/<br>Period | Online | Zoom<br>MTG ID | 教室/<br>Classroom | 講義CD/<br>Subject CD | 講義名   |
| 1Q          | 火/Tue.             | 1             |        |                | 和心庵              | 027029EC            | 茶道EC /<br>Japanese Art of Tea Ceremony EC       |
| 2Q          | 木/Thu.             | 1             | 0      | 333-333-333    |                  | 028032JA            | Online)西洋哲学JA /<br>Online)Western Philosophy JA |
| Semester    | 月/Mon.             | 3             |        |                | F204             | 030350EA            | 観光社会学EA /<br>Sociology of Tourism EA            |
| Session1    | セッション<br>/Session  | T.B.A.        |        |                | T.B.A.           | 027031JF            | 日本の伝統芸能JF /<br>Traditional Japanese Arts JF     |

\*This is a sample of the course timetable.

Language

Language of instruction

J: Japanese E: English Es: Treated as English

E/J: Both languages used Blank: Language subject

Semester

Semester from which you can register for the subject
New students can only register for subjects that say "1" under "Semester".
You can register for the subject if you are in the same semester or higher than

the number listed here.

Field

The subject field credits will count towards

Area of Major

The Area of Study credits will count towards

<u>5</u> 6 7

| =# 羊力                                       | 47.14.44.15 | 言語/   | 配当セメスター / | 分野/<br>Field          | 学修分野/Area of Study |   |    |     |
|---|-------------|-------|-----------|-----------------------|--------------------|---|----|-----|
| 講義名   | 担当教員        | Lang. | Semester  |                       | SML                | М | AF | EOM |
| ブリッジプログラム EA / Bridge Program EA            | AAA AA      | Es    | 1         | 教養/Liberal Arts       |                    |   |    |     |
| 英語準中級A EA / Pre-Intermediate English A      | BBB BB      |       | 1         | 言語/Language           |                    |   |    |     |
| 環境汚染と防止 JA / Pollution Prevention JA        | ccc cc      | J     | 3         | 他学部/<br>Other College |                    |   |    |     |
| マーケティング入門 EA / Introduction to Marketing EA | DDD DD      | Е     | 1         | 専門/Major              |                    |   |    |     |
| メディアと歴史EA / Media and History EA            | EEE EE      | E     | 3         | 他学部/<br>Other College |                    |   |    |     |
| 国際物流論JA / International Logistics JA        | FFF FF      | J     | 5         | 専門/Major              | 0                  | 0 |    |     |