2026 Spring Enrollees

Graduation Requirements Guidance

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

Student Office

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 website regularly if there is anything you don't understand about course registration.

1. Understand university studies/structure

2. Understand your graduation requirements

3. Learn about how to prepare for course registration

Contents
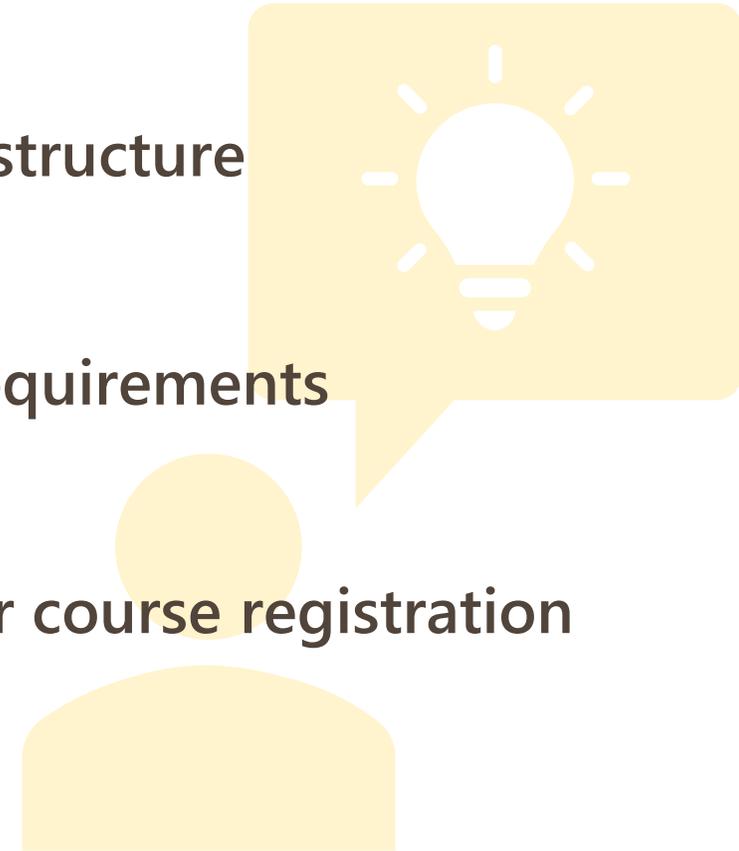
1 Basic Info &
Graduation Requirements

1-1 Basic Info about Studying at University

1-2 College of International Management (APM)
• Graduation Requirements & Subject Fields

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2 Course Registration

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1-1. Basic Info about Studying at University

Academic Calendar (Annual Schedule)

Month	Semester	Period
April	Spring Semester	1st Quarter
May	Spring Semester	1st Quarter
June	Spring Semester	2nd Quarter
July	Spring Semester	2nd Quarter
August	Spring Semester	Summer Session
September	Spring Semester	
October	Fall Semester	1st Quarter
November	Fall Semester	1st Quarter
December	Fall Semester	2nd Quarter
January	Fall Semester	2nd Quarter
February	Fall Semester	Winter Session
March	Fall Semester	

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 <u>first</u> semester**

1st Year		2nd Year		3rd Year		4th Year	
Spring Semester	Fall Semester	Spring Semester	Fall Semester	Spring Semester	Fall Semester	Spring Semester	Fall Semester
1st Semester	2nd Semester	3rd Semester	4th Semester	5th Semester	6th Semester	7th Semester	8th Semester

▶ **Students who Enroll in Fall: The Fall Semester is their <u>first</u> semester**

1st Year		2nd Year		3rd Year		4th Year	
Fall Semester	Spring Semester	Fall Semester	Spring Semester	Fall Semester	Spring Semester	Fall Semester	Spring Semester
1st Semester	2nd Semester	3rd Semester	4th Semester	5th Semester	6th Semester	7th Semester	8th Semester

How to Earn Credits

Check your 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
Lecture Subjects	2	Quarter-basis (2 months)	2	14
		Semester-basis (4 months)	1	
Seminar Subjects	2	Semester-basis (4 months)	1	14
Language Subjects	4	Semester-basis (4 months)	4	56
	2		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 Learning Courses	Online	Classes are held in real-time. Classes will be taught via Zoom on the day and period indicated on the course timetable.
	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 2nd 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 Course Formats (website).

Sample Timetable (1st & 2nd Quarter)

- **Please remember that your timetable will be different in the <u>1st</u> and <u>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	8:45-10:25	1Q	Japanese Foundation Course Ⅰ	Japanese Foundation Course Ⅰ	Student Success Workshop	Japanese Foundation Course Ⅰ	Japanese Foundation Course Ⅰ
1	8:45-10:25	2Q	Japanese Foundation Course Ⅰ	Japanese Foundation Course Ⅰ	Student Success Workshop	Japanese Foundation Course Ⅰ	Japanese Foundation Course Ⅰ
2	10:35-12:15	1Q		Introduction to Management	Multicultural Cooperative Workshop		Accounting I
2	10:35-12:15	2Q		Introduction to Management	Multicultural Cooperative Workshop		Accounting I
3	12:30-14:10	1Q	Japanese Foundation Course Ⅱ	Japanese Foundation Course Ⅱ		Japanese Foundation Course Ⅱ	Japanese Foundation Course Ⅱ
3	12:30-14:10	2Q	Japanese Foundation Course Ⅱ	Japanese Foundation Course Ⅱ		Japanese Foundation Course Ⅱ	Japanese Foundation Course Ⅱ
4	14:20-16:00	1Q					
4	14:20-16:00	2Q					
5	16:10-17:50	1Q					
5	16:10-17:50	2Q					
6	18:00-19:40	1Q					
6	18:00-19:40	2Q					

Semester Subjects

1st Quarter Subjects

2nd Quarter Subjects

Grading Scale

▶ Regular Grades

Grade	Mark	Pass/Fail
A+	90% or above	**Pass** (Receive Credits)
A	80-89%	
B	70-79%	
C	60-69%	
F	59% or below	Fail

▶ Other Grades

Code	Meaning	Notes
P	Pass	Used for some courses
T	Transfer	Maximum of 60 credits*
E	Exempt	Not included in credit calculations

* For 2nd and 3rd 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, etc.

- ## Semester GPA:

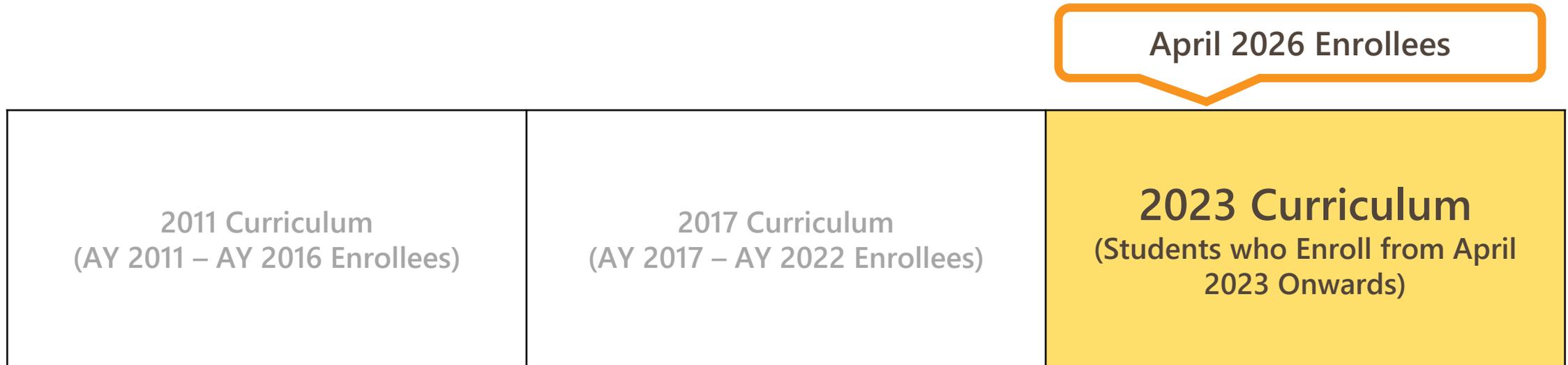 **Calculated using all grades** from that semester only

  Used for: Scholarship Screenings, etc.

1-2. College of International Management (APM)

Graduation Requirements & Subject Fields

▶ **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.)

		April 2026 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	Japanese-Basis (J)							English-Basis (E)	
English Starting Level	Elementary	Pre-Intermediate	Intermediate	Upper Intermediate	Advanced 1	Advanced 2	Exempt		
English Course Track	Standard Track (ST)				Advanced Track (AT)				
Curriculum	APM 23 JST				APM 23 JAT			APM 23 E	
Meaning	APM 2023 Curriculum Japanese-Basis Standard Track				APM 2023 Curriculum Japanese-Basis Advanced Track			APM 2023 Curriculum English-Basis	

Curriculum Outline

▶ **Excerpt from the APM 2023 Curriculum Outline**

		1st Year				2nd Year				3rd Year				4th Year	
APM Major Education Subjects	**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) ★	2
		Accounting I ★	2	Finance ★	2	Production and Operations Management ★	2								
	Marketing and Strategic Management and Leadership (SML)					Family Business Management	2	International Transactions	2	Strategic Project Management	2	Advanced Organizational Behavior	2	Advanced Seminar in MM (Marketing and Strategic Management and Leadership) ⊚	2
						Strategic Management	2	Supply Chain Management	2	Strategic Decision Making	2	Human Resource Management	2	Undergraduate Project in MM (Marketing and Strategic Management and Leadership) ⊚	4
								Entrepreneurship	2	Sustainable Business	2	Responsible Leadership in Business	2	Undergraduate Thesis MM (Marketing and Strategic Management and Leadership) ⊚	4
										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 Leadership) ⊚	2		
	Marketing (M)					Marketing Research	2	Digital Marketing	2	International Marketing	2	Brand Management in the Digital World	2	Advanced Seminar in MM (Marketing and Strategic Management and Leadership) ⊚	2
						Consumer Behavior	2	New Technologies and Future Society	2	International Logistics	2	Managing Digital Business Transformation	2	Undergraduate Project in MM (Marketing and Strategic Management and Leadership) ⊚	4
						Supply Chain Management	2	Design Thinking and Innovation	2	Service Management	2	Destination Marketing	2	Undergraduate Thesis MM (Marketing and Strategic Management and Leadership) ⊚	4
						Promotion and Sales Management	2					Special Lecture in Marketing	2		
						Product Development	2					Major Seminar in MM (Marketing and Strategic Management and Leadership) ⊚	2		
						Pricing Strategy	2								
	Accounting & Finance (AF))					Accounting II	2	Corporate Finance	2	Advanced Accounting	2	Financial Market and Institutions	2	Advanced Seminar in AF (Accounting and Finance) ⊚	2
						Cost Accounting	2			Auditing	2	International Finance	2	Undergraduate Project in AF (Accounting and Finance) ⊚	4
						Financial Accounting I	2			International Accounting	2	Finance and Technology	2	Undergraduate Thesis AF (Accounting and Finance) ⊚	4
						Financial Accounting II	2			Managerial Accounting	2	Financial Derivatives	2		
										Taxation	2	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) ⊚	2		
	Entrepreneurship and Operations Management (EOM)					Entrepreneurship	2	Supply Chain Management	2	Managing Innovation	2	Operations Research	2	Advanced Seminar in EOM (Entrepreneurship and Operations Management) ⊚	2
						Social Entrepreneurship and Change Maker	2	Product Development	2	Managing Digital Business Transformation	2	Technology Management	2	Undergraduate Project in EOM (Entrepreneurship and Operations Management) ⊚	4
						Venture Entrepreneurship	2	Design Thinking and Innovation	2	Advanced Venture Entrepreneurship	2	Strategic Project Management	2	Undergraduate Thesis EOM (Entrepreneurship and Operations Management) ⊚	4
						System Modelling and Analysis	2	New Technologies and Future Society	2	Special Lecture in Entrepreneurship	2	Special Lecture in Operations Management	2		
												Major Seminar in EOM (Entrepreneurship and Operations Management) ⊚	2		
	APM Common					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		
						Business Data Analytics	2	Special Lecture(Management)	2						
						Big Data Analysis	2	Research Design and Method ⊚	2						

■2023年度カリキュラム 国際経営学部 開講科目 / AY 2023 APM Curriculum Outline

★Required Subjects, ☆Required Subjects (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: 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: 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: 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)**

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.

Starting from "Foundation Japanese I"

Total	Subject Field	Sub total	Subject Field	Required Credits
At least 124 credits	Common Education Subjects	40	Japanese Language Subjects	16
			Common Liberal Arts Subjects	10
			Required_Introduction to Major Studies Subjects	4
			Elective Required_{Math} Intro to Major Studies	2
			Language Education Subjects and/or Common Liberal Arts Subjects	8
	APM Major Education Subjects	62	Required Subjects	18
	Other College Subjects	0		
	Subjects Not Counted Towards Graduation	0		

APM: 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)**

Specific rules about how to earn 124 credits

▶ **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.

Starting Level	No. of Credits Required for Graduation	Required Japanese Subjects			
		Foundation I (4 Credits)	Foundation II (4 Credits)	Foundation III (4 Credits)	Intermediate (4 Credits)
Foundation I	16	Both Registered in 1st Semester		After Completing Foundation I – II	After Completing Foundation I – III
Foundation II	12	Exempt	1st Semester	After Completing Foundation II	After Completing Foundation II – III
Foundation III	8	Exempt	Exempt	1st Semester	After Completing Foundation III
Intermediate	4	Exempt	Exempt	Exempt	1st Semester
Higher than 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 "Foundation Japanese I"

Total	Subject Field	Sub total	Subject Field	Required Credits
At least 124 credits	Common Education Subjects	40	Required Japanese	16
			Common Liberal Arts Subjects	10
			Required_Introduction to Major Studies Subjects	4
			Elective Required_{Math} Intro to Major Studies	2
			Language Education Subjects and/or Common Liberal Arts Subjects	8
	APM Major Education Subjects	62	Required Subjects	18
	Other College Subjects	0		
	Subjects Not Counted Towards Graduation	0		

Starting from "Intermediate Japanese"

Total	Subject Field	Sub total	Subject Field	Required Credits
At least 124 credits	Common Education Subjects	40	Required Japanese	4
			Common Liberal Arts Subjects	10
			Required_Introduction to Major Studies Subjects	4
			Elective Required_{Math} Intro to Major Studies	2
			Language Education Subjects and/or Common Liberal Arts Subjects	20
	APM Major Education Subjects	62	Required Subjects	18
	Other College Subjects	0		
	Subjects Not Counted Towards Graduation	0		

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APM: 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)**

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

Starting from "Foundation Japanese I"

Total	Subject Field	Sub total	Subject Field	Required Credits
At least 124 credits	Common Education Subjects	40	Japanese Language S... 102 Credits	16
			Common Liberal Arts Subjects	10
			Required_Introduction to Major Studies Subjects	4
			Elective Required_{Math} Intro to Major Studies	2
			Language Education Subjects and/or Common Liberal Arts Subjects	8
	APM Major Education Subjects	62	Required Subjects	18
	Other College Subjects	0		
	Subjects 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.

   $$124 \text{ Credits} - 102 \text{ Credits} = 22 \text{ Credits}$$
   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.

- You can check your required credits for graduation as follows:

  CAMPUS WEB ≫ **Click on "Registered Courses and Grade Report**

- **In order to graduate, the number of "Completed" credits must match (or exceed) the number under "Required" (see image below).**

If exempted from required Japanese subjects

Your required credits for graduation are shown here

The number of credits you need to take in specific subject fields is set for 102 of the 124 credits required for graduation.

APM: 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)**

What are Common Liberal Arts 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.

Common Liberal Arts	Category	Subject		Subject		Subject	
	APU Literacy	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
		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 Major Studies Group	Introduction to Sustainable Development	2	World Economy and Global Issues	2	Advanced Mathematics☆	2
		Introduction to Tourism and Hospitality	2	Introduction to Economics ★	2		
		Introduction to Policy Studies	2	Fundamental Mathematics☆	2		
		Introdu...	2				
		Introduction to Media Studies	2				
		Introduction to International Relations	2				
		Introduction to Comparative Politics	2				
		Introduction to Political Science	2				
	Global Citizens Foundation	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
		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

1st Year | **2nd Year** | **3rd Year** | **4th Year**

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

Starting from "Foundation Japanese I"

Total	Subject Field	Sub total	Subject Field	Required Credits
At least 124 credits	Common Education Subjects	40	Japanese Language Subjects	16
			Common Liberal Arts Subjects	10
			Required_Introduction to Major Studies Subjects	4
			Elective Required_{Math} Intro to Major Studies	2
			Language Education Subjects and/or Common Liberal Arts Subjects	8
	APM Major Education Subjects	62	Required Subjects	18
	Other College Subjects	0		
	Subjects Not Counted Towards Graduation	0		

- Students must earn credits from the following subjects to graduate.

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

- *The university will usually automatically register you for "Introduction to Economics" during your 2nd semester.
  However, if you have credits available during your 1st semester, you can choose to register for this subject early. If you register for this subject and earn credits in your 1st semester, APU will not automatically register it for you in your 2nd semester.

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

APM: 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)

Starting from "Foundation Japanese I"

Total	Subject Field	Sub total	Subject Field	Required Credits
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			Language Education Subjects and/or Common Liberal Arts Subjects	8
	APM Major Education Subjects	62	Required Subjects	18
	Other College Subjects	0		
	Subjects Not Counted Towards Graduation	0		

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

Subject Name	Credits	Semester Available From	Registration Method
Fundamental Mathematics	2	1st Semester	Registered by Student
Advanced Mathematics	2	3rd Semester	Registered by 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 taken in your enrollment language.

APM: Graduation Requirements

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No.	Graduation Requirement
1	Enroll for at least 4 years
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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)

What are APM Major Education 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 2nd year onwards.

- APM's Major Education Subjects are further divided into the following categories.

APM Major Education Subjects		
	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.
	Strategic Management & Leadership (SML)	This specialization teaches students about strategic management concepts, skills, and competencies, including strategy formulation, resource management, and leadership.
	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.
	Accounting & Finance (AF)	Students are taught how to understand and manage the finances of companies and various other types of organizations.
	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.

		1st Year			2nd Year			3rd Year			4th Year	
APM Major Education Subjects	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) ★	2
		Accounting I ★	2	Finance ★	2	Production and Operations Management ★	2						
	Marketing and Strategic Management and Leadership (SML)					Family Business Management	2	International Transactions	2	Strategic Project Management	2	Advanced Organizational Behavior	2	Advanced Seminar in MM (Marketing and Strategic Management and Leadership) ⊙	2
						Strategic Management	2	Supply Chain Management	2	Strategic Decision Making	2	Human Resource Management	2	Undergraduate Project in MM (Marketing and Strategic Management and Leadership) ⊙	4
								Entrepreneurship	2	Sustainable Business	2	Responsible Leadership in Business	2	Undergraduate Thesis MM (Marketing and Strategic Management and Leadership) ⊙	4
										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 Leadership) ⊙	2	
	Marketing (M)					...keting	2	International Marketing	2	Brand Management in the Digital World	2	Advanced Seminar in MM (Marketing and Strategic Management and Leadership) ⊙	2
						...nologies and Future Society		International Logistics	2	Managing Digital Business Transformation	2	Undergraduate Project in MM (Marketing and Strategic Management and Leadership) ⊙	4
						...nking and Innovation	2	Service Management	2	Destination Marketing	2	Undergraduate Thesis MM (Marketing and Strategic Management and Leadership) ⊙	4
						Promotion and Sales Management	2					Special Lecture in Marketing	2	
						Product Development	2					Major Seminar in MM (Marketing and Strategic Management and Leadership) ⊙	2	
						Pricing Strategy	2						
	Accounting & Finance (AF))					Accounting II	2	Corporate Finance	2	Advanced Accounting	2	Financial Market and Institutions	2	Advanced Seminar in AF (Accounting and Finance) ⊙	2
						Cost Accounting	2			Auditing	2	International Finance	2	Undergraduate Project in AF (Accounting and Finance) ⊙	4
						Financial Accounting I	2			International Accounting	2	Finance and Technology	2	Undergraduate Thesis AF (Accounting and Finance) ⊙	4
						Financial Accounting II	2			Managerial Accounting	2	Financial Derivatives	2	
										Taxation	2	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) ⊙	2	
	Entrepreneurship and Operations Management (EOM)					Entrepreneurship	2	Supply Chain Management	2	Managing Innovation	2	Operations Research	2	Advanced Seminar in EOM (Entrepreneurship and Operations Management) ⊙	2
						Social Entrepreneurship and Change Maker	2	Product Development	2	Managing Digital Business Transformation	2	Technology Management	2	Undergraduate Project in EOM (Entrepreneurship and Operations Management) ⊙	4
						Venture Entrepreneurship	2	Design Thinking and Innovation	2	Advanced Venture Entrepreneurship	2	Strategic Project Management	2	Undergraduate Thesis EOM (Entrepreneurship and Operations Management) ⊙	4
						System Modelling and Analysis	2	New Technologies and Future Society	2	Special Lecture in Entrepreneurship	2	Special Lecture in Operations Management	2	
												Major Seminar in EOM (Entrepreneurship and Operations Management) ⊙	2	
	APM Common					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	
						Business Data Analytics	2	Special Lecture(Management)	2					
						Big Data Analysis	2	Research Design and Method ⊙	2					

Required APM Major Education Subjects

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

Starting from "Foundation Japanese I"

Total	Subject Field	Sub total	Subject Field	Required Credits
At least 124 credits	Common Education Subjects	40	Japanese Language Subjects	16
			Common Liberal Arts Subjects	10
			Required_Introduction to Major Studies Subjects	4
			Elective Required_{Math} Intro to Major Studies	2
			Language Education Subjects and/or Common Liberal Arts Subjects	8
	APM Major Education Subjects	62	Required Subjects	18
	Other College Subjects	0		
	Subjects Not Counted Towards Graduation	0		

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

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

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

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

NOT a Graduation Requirement

APM Area of Study (Major & Minor)

▶ **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 (SML)	Marketing (M)	Accounting & Finance (AF)	Entrepreneurship & Operations Management (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	Priority Registration Period A, B, & C, Course Drop Period 1 & 2
Registration Method	Area of Study Application Form

APM Area of Study (Major & Minor)

NOT a Graduation Requirement

	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	**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 **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**
	Minor Register one of the other Areas of Study as your Minor	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 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 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.
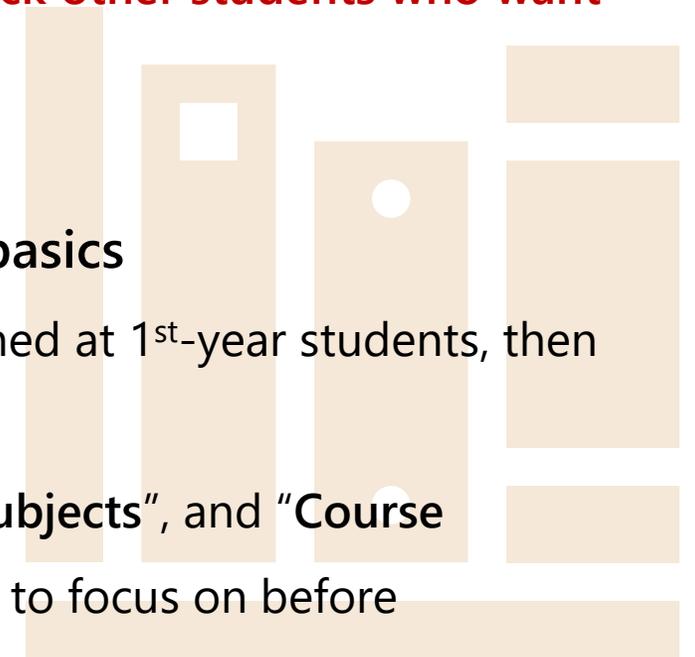
▶ Maximum Credit Registration Limit

Academic Year Level	1		2		3		4 and above	
Semester Level	1	2	3	4	5	6	7	8 and above
Regular Students	18	18	20	20	20	20	24	24

(credits)

All new students can register for a maximum of 18 credits in the 2026 Spring 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: English-Basis
University-registered subjects & the no. of credits available to register by yourself (Spring Enrollees)

▼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
Japanese Foundation I				Japanese Foundation II				SSW		Introduction to Management		Accounting I		Information Literacy		1	2

Students can delete on their own

Number of credits you can register for by yourself

▼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
SSW		Introduction to Management		Accounting I		Information Literacy		1	2	3	4	5	6	7	8	9	10

Students can delete on their own

*Subjects highlighted in red are required subjects that you must earn credits for in order to graduate.
If you fail any of these subjects, the university will register the subject for you again in the following semester.

Common Liberal Arts Subjects

▸ **Common Liberal Arts Subjects Registered by the University**

	Student Success Workshop (SSW)	Multicultural Cooperative Workshop (MCW)	Information Literacy
Registration Method	**Registered by University** *Cannot be dropped	**Registered by University** *Cannot be dropped	**Registered by University** *Can be dropped
Semester Registered *Fall Enrollees	**1st Semester**	**2nd 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 Priority Registration Period B or Course Drop Period 1)

- Can only be registered in 1st semester

2-2. Course Registration Periods

- During your 1st semester only, there are just 3 course registration periods:

Application Period for Courses Requiring University Approval 2, Priority Registration Period B, and Priority Registration Period C.

Spring Semester（1st Semester）

| Prior Application Period 1
Lottery-based Registration Period
Priority Registration Period A | → | **Application Period for Course Requiring University Approval 2** | → | **Priority Registration Period B** | → | **Priority Registration Period C** | → | **Only 3 course registration periods in your 1st semester** |

*only current students

Mar.   Apr.   May.   Jun.   Jul.   Aug.   Sep.   Oct.   Nov.   Dec.   Jan.   Feb.
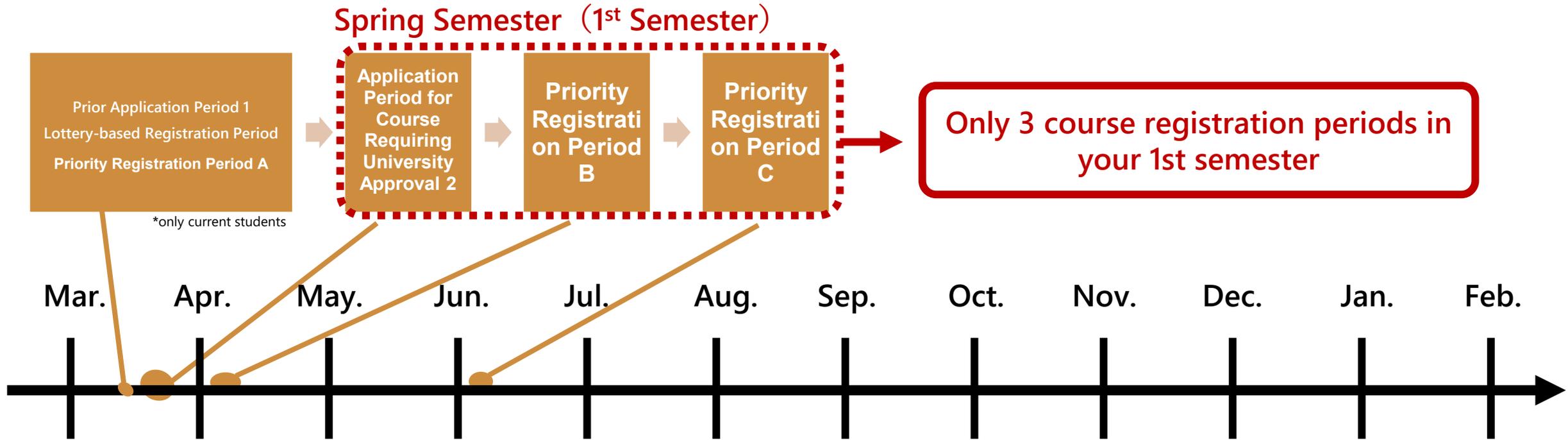
- Course Drop Periods:

  Course Drop Period 1, Course Drop Period 2.

| Priority Registration Period A | Application Period for Course Requiring University Approval 2 | Priority Registration Period B | Priority Registration Period C |
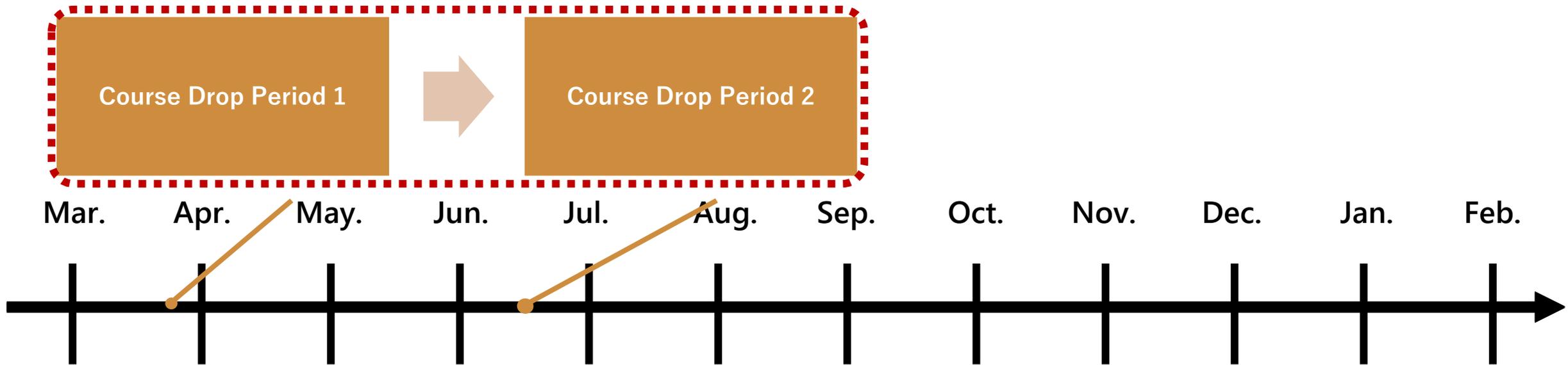
Application Period for Course Requiring University Approval 2	Eligible Students	Time
	New or Reenrolling Students or Exchange Students (New), etc.	March 27th （Fri.） 12:00pm - March 29th （Sun.） 12:00pm

Course Type	Register / Drop
Semester Subjects	
1st Quarter Subjects	
2nd Quarter Subjects	Application Available
Session Subjects	

- Can apply for courses requiring university approval.

- If your application is approved and you are registered to for the course, you cannot drop the course.

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Priority Registration Period A	Application Period for Course Requiring University Approval 2	Priority Registration Period B	Priority Registration Period C

Priority Registration Period B	Eligible Students	Start Time	End Time
	New or Reenrolling Students or Exchange Students, etc.	09:00	16:00
April 3rd (Fri.)	ALL Students	12:00	16:00

Course Type	Register / Drop
Semester Subjects	Register / Drop
1st Quarter Subjects	
2nd Quarter Subjects	
Session Subjects	

- Courses with remaining seats after Priority Registration Period B, can be registered by students from any college in Priority Registration Period C. (Only 2nd Quarter and Session courses).

- As a rule, 'other college courses' can only be registered by 2nd Year students (3rd semester onwards).

Priority Registration Period A	Application Period for Course Requiring University Approval 2	Priority Registration Period B	Priority Registration Period C

Priority Registration Period C June 1 (Mon)	Eligible Students	Start Time	End Time
	ALL Students	09:00	16:00

Course Type	Register / Drop
Semester Subjects	Cannot Change
1st Quarter Subjects	
2nd Quarter Subjects	Register / Drop
Session Subjects	

- Only 2nd Quarter and Session courses with remaining seats available can be registered. (Registration to Semester and 1st Quarter courses cannot be changed).

- After Priority Registration Period C, you can only drop 2nd Quarter and Session courses during Course Drop Period 2.

ALL Students

| Priority Registration Period A | Application Period for Course Requiring University Approval 2 | Priority Registration Period B | Course Drop Period 1 | Priority Registration Period C | Course Drop Period 2 |

	Eligible Students	Start Time	End Time
Course Drop Period 1	ALL	9:00	16:00

Course Type	Register / Drop
Semester Subjects	**Drop only** ***Courses registered by the university or Prior Application or Lottery-based registration cannot be dropped**
1st Quarter Subjects	
2nd Quarter Subjects	
Session Subjects	

- Please note that you are only allowed to delete registered courses during Course Drop Periods. If you make a mistake and delete a registered course by accident, you will be unable to re-register it again.
  Please be extra careful when deleting courses.

ALL Students

| Priority Registration Period A | Application Period for Course Requiring University Approval 2 | Priority Registration Period B | Course Drop Period 1 | Priority Registration Period C | Course Drop Period 2 |

Course Drop Period 2	Eligible Students	Start Time	End Time
	ALL	9:00	16:00

Course Type	Register / Drop
Semester Subjects	Cannot Change
1st Quarter Subjects	
2nd Quarter Subjects	Drop Only *Courses registered by the university or Prior Application or Lottery-based registration cannot be dropped
Session Subjects	

- 2nd quarter courses and Session courses can only be dropped. (Registration for semester courses and 1st quarter courses cannot be modified.)
- Please note that you are only allowed to delete registered courses during Course Drop Periods.
  If you make a mistake and delete a registered course by accident, you will be unable to re-register it again.
  Please be extra careful when deleting courses.
- You cannot change your course registration after Course Drop Period 2 ends no matter the reason.

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Course Registration Periods -Summary-

Period	Semester Courses	1st Quarter Courses	2nd Quarter Courses	Session Courses
Priority Registration Period A *only current students*	Register / Drop	Register / Drop	Register / Drop	Register / Drop
Application Period for Course Requiring University Approval 2	Application Available	Application Available	Application Available	Application Available
Priority Registration Period B	Register / Drop	Register / Drop	Register / Drop	Register / Drop
Course Drop Period 1	Drop Only	Drop Only	Drop Only	Drop Only
Priority Registration Period C	Cannot Change	Cannot Change	Register / Drop	Register / Drop
Course Drop Period 2	Cannot Change	Cannot Change	Drop Only	Drop Only

- 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 ▶

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Course Registration Period	Date & Time
Application Period for Course Requiring University Approval 2	Fri., March 27, 12:00 – Sun., March 29, 12:00
Priority Registration Period B	Fri., April 3, 9:00 – 16:00
Course Drop Period 1	Mon., April 13, 9:00 – 16:00
Priority Registration Period C	Mon., June 1, 9:00 – 16:00
Course Drop Period ２	Mon., June 15, 9:00 – 16:00

- You can register for courses at home, in AP House, or anywhere else either on or off campus with an internet connection.
- ONLY for Priority Registration Period B, new students who do not have their own device, can use the PC rooms open on campus to complete course registration.
- Please note the number of PC rooms is limited, 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 Student Portal.

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

Important

Course Registration Guidance

Thu., April 2nd

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 2nd 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 List:
  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 | → |

● Worksheet for APM 2023 Curriculum Students

			Subjects You Want to Take & Subjects that Interest You
Common Education Subjects	Language	English	ST (Standard Track)	*English-basis students are not eligible to take these subjects.
			AT (Advanced Track)	*English-basis students are also eligible to take these subjects, but there are some conditions.
		Japanese		*The university will automatically register you for Foundation I/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.
		AP Language		*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".
		Common		
	Common Liberal Arts	APU Literacy		
		Introduction to Major Studies Group		
		Global Citizens Foundation		
APM Major Education Subjects	Required Subjects			
	Strategic Management & Leadership (SML)			*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.
	Marketing (M)			*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.
	Accounting & Finance (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.
	Entrepreneurship and Operations Management (EOM)			*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 Common			*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.
	Other Colleges (APS / 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. Please write down any subjects you want to take in your 2nd year or above.

2-4. Other

Notes about Attending Classes

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 Student Portal.

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.

| Website → | 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., April 2nd

Items to Bring: PC, completed worksheet, pen or pencils

Supplementary Information

Course Registration Flow & Necessary Materials

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
- Access CAMPUS WEB, go to the section [Registered Courses and Grade Report] and click on [Subject List]. Check the course codes of the subjects registered by the University and cross-reference with the timetable in the Academic Information website in [Chapter 2] → [2. Course Timetable] to confirm the days and periods of those courses registered by the University. (You cannot change the day or period of courses registered by the University).

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 CAMPUS WEB.

- 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.

Curriculum & Graduation Requirements for Each College

Please refer to the following pages for details about each college's curriculum and graduation requirements.

Chapter 8: College of Asia Pacific Studies
APS's human resource development goals and graduation requirements. Please check the information for your curriculum

1. What is a Curriculum?
2. About the College of Asia Pacific Studies
3. Graduation Requirements & Areas of Study
4. Curriculum Outline & Subject List
5. Common Education Subjects (Language Education Subjects) +
6. Common Education Subjects (Common Liberal Arts Subjects) +
7. APS Major Education Subjects +
8. Honors Program

Chapter 9: College of International Management
APM's human resource development goals and graduation requirements. Please check the information for your curriculum

1. What is a Curriculum?
2. About the College of International Management
3. Graduation Requirements & Areas of Study
4. Curriculum Outline & Subject List
5. Common Education Subjects (Language Education Subjects) +
6. Common Education Subjects (Common Liberal Arts Subjects) +
7. APM Major Education Subjects +
8. Application to take APM Required Subjects in Opposite Language

Chapter 10: College of Sustainability and Tourism
ST's human resource development goals and graduation requirements.

1. What is a Curriculum?
2. About the College of Sustainability and Tourism
3. Graduation Requirements
4. Curriculum Outline & Subject List
5. Common Education Subjects (Language Education Subjects) +
6. Common Education Subjects (Common Liberal Arts Subjects) +
7. ST Major Education Subjects

Check the website →

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▶ **What is a Syllabus?**

• Professors use the syllabus to tell students their plan for the course.

• <u>The syllabus contains important basic information about the course, including the semester offered, course content, grading method, and notes for students.</u>

• You can check each subject's syllabus on the Academic Information website.

• Please check the syllabus when choosing your courses.

Check the Syllabus →

Items on the Syllabus

• 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

【Access Method】

Academic Information website >> Chapter 2: Classes & Syllabus >> 1. Syllabus >> APU Syllabus
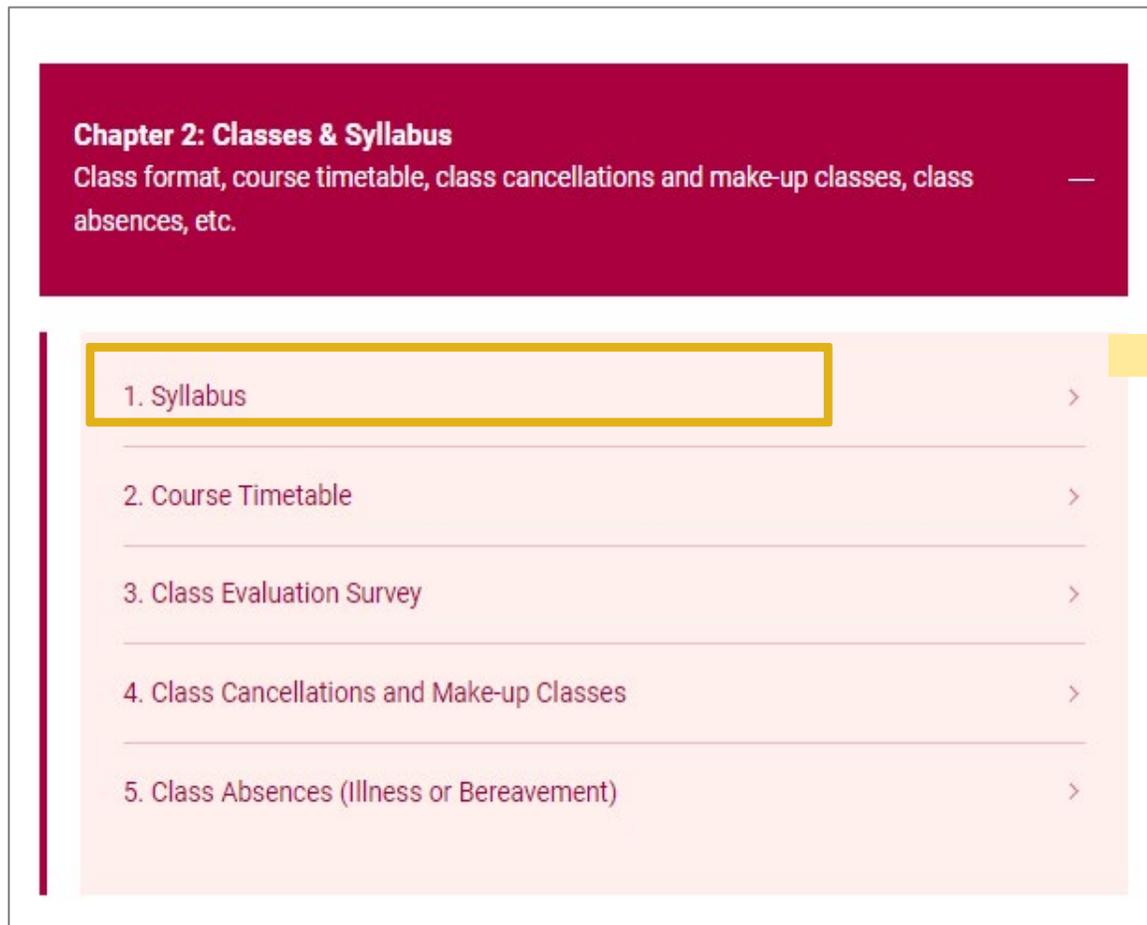
Chapter 2: Classes & Syllabus
Class format, course timetable, class cancellations and make-up classes, class absences, etc.

1. Syllabus

2. Course Timetable

3. Class Evaluation Survey

4. Class Cancellations and Make-up Classes

5. Class Absences (Illness or Bereavement)
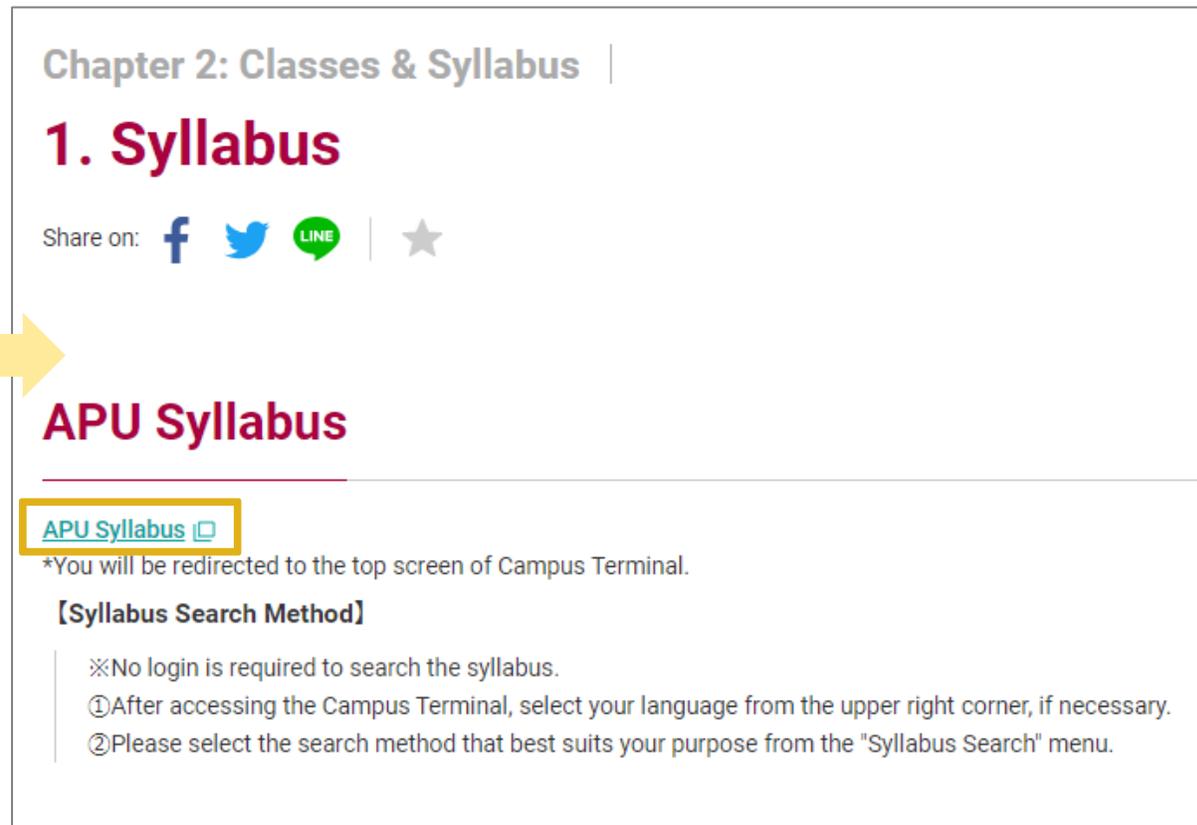
Chapter 2: Classes & Syllabus

1. Syllabus

Share on: f ⟥ LINE ⭐

APU Syllabus

APU Syllabus
*You will be redirected to the top screen of Campus Terminal.

【Syllabus Search Method】

　※No login is required to search the syllabus.
　①After accessing the Campus Terminal, select your language from the upper right corner, if necessary.
　②Please select the search method that best suits your purpose from the "Syllabus Search" menu.

Search Page

- 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).

Syllabus Page

Course Name	Course Number	Subject Attribute	Year	Semester	Period	College Offering the Course	Course Offered by Another College	All Instructors
12062:Introduction to International Relations(EA)	[23]-[LIB]-[MSG]-1, [17]-[LIB]-[GCF]-1							VYAS Utpal

Important Notes Regarding Course Registration

不正行為（カンニング、剽窃等）は自ら学習する権利を放棄し、APUで学ぶ資格を失う行為です。不正行為は厳重な処分の対象
Academic misconduct (cheating, plagiarism, etc.) during an examination amounts to an abandonment of one's own right to learning and will result
disqualification from study at APU. Academic misconduct is subject to severe punishment.

必修科目など一部の科目を除き、履修する科目を選択するにあたり、当該科目における学びの内容、授業手法や設計方法などを踏まえ、参考とする
として活用することを目的に授業評価アンケートの公表を行っています。
With the exception of some courses, such as required subjects, we publish the class Evaluation Survey Results to give students infomation about course content,
teaching methods, course design, and other items on reference when choosing their courses.
URL https://en.apu.ac.jp/academic/class_info/class_evaluation_survey/

Subject Field(Keywords related to lecture content)
International Relations, politics, nation state, conflict, cooperation,

Recommended Qualifications / Knowledge
Interest in international politics

Course Overview

This course provides a broad overview of major topics in ___ic study of International Relations (IR). It begins with classes outlining major theories and frameworks to understand IR, including example case st___ uses on the particular IR issues of several countries in the three regions of North America, East Asia, and Europe. Then the course looks at particula___ affect all countries. The goals are to gain an understanding of international relations theories, and understand how to apply them to internati___

Course Objectives

In this course, students will becom___ realist, liberal, critical and constru___ help students develop the ability t___ will give them a grounding for furt___

Teaching Methods

Classes usually consist of a contin___ of contents previously covered. St___ integral part of the teaching meth___ during the classes. Videos, and oth___

◆ **Course Number**

If your own curriculum is listed here, you are eligible to take the subject.

［23］: 2023 Curriculum Subject

［17］: 2017 Curriculum Subject

*Even if the subject belongs to your curriculum, please check the Subject List to see if you meet the requirements to take the subject.

*This section is blank for 2011 curriculum subjects.

◆ **Recommended Qualifications / Knowledge**

This section outlines what knowledge you need to take this subject, as well as the courses the professor prefers students to have completed already.

◆ **Method of Grade Evaluation**

Besides the evaluation method, this section also has information about attendance, assignments, reports, and exams.

Method of Grade Evaluation

Kind	Percentage	Grading Criteria etc.

Method of Grade Evaluation Notes
30% mid-term exam
35% final exam
35% participation (comments, quizzes, worksheets, etc.)

AI Policies

Method of Implementing Multicultural Collaborative Learning

Class discussions a about variety of countries and their international relations issues. Students think about various international perspectives on the topics, and can use their experience and ideas to contribute to discussions in the class and on Moodle forums provided.

▶ 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 course registration.

Course Name	Course Number	Subject Attribute	Year	Semester	Period	College Offering the Course	Course Offered by Another College	All Instructors	Credits
12062:Introduction to International Relations(EA)	[23]-[LIB]-[MSG]-1, [17]-[LIB]-[GCF]-1		2025	FA	Fri6			VYAS Utpal	2

E.g.	AY Curriculum	Subject Field	Area of Study	Grade Level
Course Number	23	LIB	MSG	1
Meaning	2023 Curriculum	Common Liberal Arts	Introduction to Major Studies Group	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.

Check the Subject List ⊙→

【Access Method】

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

Sample

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

*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.

Items on the Course Timetable

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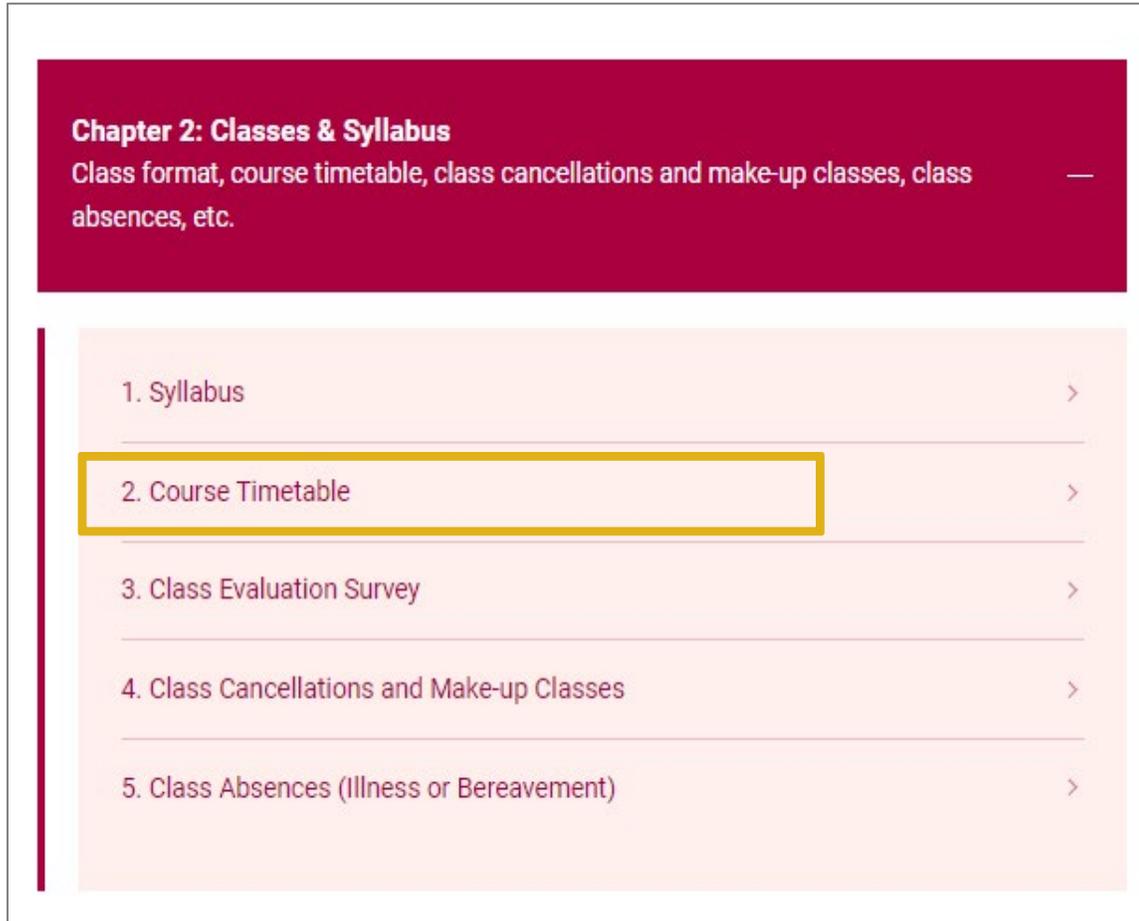- Semester Available From
- Subject Field / Area of Study

Check 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 2026 Spring

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 a
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 th
※The timetable for classes registered by the University for spring semester will be an
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 (A

College of International Managem

> For 2023 APM Curriculum Students
> 2026 Spring

◎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 (xlsx, updated 2025/3/3)

Materials 4: How to Read the Course Timetable

Term	Length of the course period	**1**

Zoom MTG ID /Classroom	Distance Learning Courses: Zoom ID In-Person Courses: Classroom	**2**

In-Person or Online	Class Format： In-Person/OnDemand/Online	**3**

1　　　　　　**2**　　　**3**

期間/ Term	曜日/ Day of Week	時限/ Period	Zoom MTG ID	教室/ Classroom	In-Person or Online	授業コード/ Class code	講義名 Course Name
1Q	火/Tue.	1			Hut of Peace Spirit	02702	Tea Ceremony
2Q	木/Thu.	1	333-333-333			02803	Western Philosophy
Semester	月/Mon.	3		F204		03035	Sociology of Tourism
Session1	セッション /Session	T.B.A.		T.B.A.		02703	Traditional Japanese Arts

※時間割はサンプルです

Materials 4: How to Read the Course Timetable

Language
Language of instruction
J: Japanese   E: English   Es: Treated as English
E/J: Both languages used Blank: Language subject

4

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.

5

Field
Subject Field where credits are tallied.

6

Subject Name	担当教員	Instructor	言語/ Lang. (4)	配当セメスター / Semester (5)	分野/ Field (6)
Bridge Program EA	AAA AA	AAA AA	Es	1	教養/Liberal Arts
Pre-Intermediate English A	BBB BB	BBB BB		1	言語/Language
Pollution Prevention JA	CCC CC	CCC CC	J	3	他学部/ Other College
Introduction to Marketing EA	DDD DD	DDD DD	E	3	他学部/ Other College
Media and History EA	EEE EE	EEE EE	E	3	専門/Major

※時間割はサンプルです

Thanks for Listening!