

Study Information

2020

For English-based International Students

- If you have questions, please come to SIS office and ask in person.
- Important notice is announced at Kyogaku Web Service.
Please check the website regularly. <https://webinfo.kwansei.ac.jp>

School of International Studies Office, Opening Hours
Weekdays: 8:50 – 11:30, 12:30 – 16:50
Saturdays: 8:50 – 12:20
(Except university-wide Saturday off)

- *The opening hours will be changed during summer and winter holidays, and the details will be posted on the bulletin board.
- *SIS Office will be closed on Sunday and national holidays.
(Except regular class days)
- *University-wide Saturday off: The second Saturday of May, June, September, October, and the fourth Saturday of May

School of International Studies
Kwansei Gakuin University

Contents

Introduction Page

Class Schedule for 2020
2020 Class and Event Schedule
Spring Semester 2020 Course Registration Schedule
Fall Semester 2020 Course Registration Schedule
Spring Semester 2020 University-wide Courses Application Schedule (Nishinomiya-Uegahara and Seiwa)
Fall Semester 2020 University-wide Courses Application Schedule (Nishinomiya-Uegahara and Seiwa)
Plagiarism
Research Ethics at Kwansei Gakuin University
Online Service for Registration and Learning Support
“Double Challenge Program” (just for your reference)

I Curriculum of the School of International Studies (Students enrolled in and after 2014)	1
1. Graduation Credit Requirement (Students enrolled in and after 2014)	1
2. Course Structures (Students enrolled in and after 2014)	2
2-1 Christian Studies	2
2-2 Languages	2
2-3 International Studies Foundation Courses	4
2-4 Advanced Courses in International Studies	5
2-5 Field Related Courses	8
2-6 Other Graduation Credit Requirements	9
3. Changes Effective 2020 (Students enrolled in and after 2014)	9
4. Changes Effective 2019 (Students enrolled in and after 2014)	10
5. Changes Effective 2018 (Students enrolled in and after 2014)	11
6. Changes Effective 2017 (Students enrolled in and after 2014)	11
7. Changes Effective 2016 (Students enrolled in and after 2014)	12
8. Changes Effective 2015 (Students enrolled in and after 2014)	13
9. Courses of Other Schools, University-wide Courses, and MS	14
9-1 Courses of Other Schools	14
9-2 University-wide Courses	14
9-3 Credits from MS (Multidisciplinary Studies)	14
II Curriculum of the School of International Studies (Students enrolled in and before 2013)	15
1. Graduation Credit Requirement (Students enrolled in and before 2013)	15
2. Course Structures (Students enrolled in and before 2013)	16
2-1 Christian Studies	16
2-2 Languages	16
2-3 International Studies Foundation Courses	18
2-4 Advanced Courses in International Studies	19
2-5 Field Related Courses	22
2-6 Other Graduation Credit Requirements	23
3. Changes Effective 2020 (Students enrolled in and before 2013)	23
4. Changes Effective 2019 (Students enrolled in and before 2013)	24
5. Changes Effective 2018 (Students enrolled in and before 2013)	25
6. Changes Effective 2017 (Students enrolled in and before 2013)	26
7. Changes Effective 2016 (Students enrolled in and before 2013)	26
8. Changes Effective 2015 (Students enrolled in and before 2013)	27
9. Curriculum Revision (Information for students enrolled in and before 2013)	28
10. Courses of Other Schools, University-wide Courses, and MS	30
10-1 Courses of Other Schools	30
10-2 University-wide Courses	30
10-3 Credits from MS (Multidisciplinary Studies)	30
III Course Registration	31
1. Course Registration Procedure	31
2. Pre-applying Courses (Course Registration by Lot Selection)	32
3. Closed Courses	32
4. Paired Courses	32
5. Notes on Registration	33
5-1 Maximum Credit Load	33
5-2 Registration Error Report	34
5-3 Courses with Designated Classes	34
5-4 Prerequisites	34
5-5 Course Repeat	35
5-6 Registration for Courses Provided by Other Schools	35
5-7 Registration for University-wide Courses	36
5-8 Registration Restrictions	36

6. Course Repeat	36
6-1 Languages	36
6-2 Basic Seminars and Advanced Research Seminars	36
6-3 Other Courses	36
7. Registration Cancellation System	37
7-1 Registration Cancellation Procedure	37
7-2 Notes on Course Drop	37
8. Study Abroad	38
8-1 Course Registration Procedures before/after Study Abroad	38
8-2 Required Procedures for Credit after Study Abroad Program Finished	39
8-3 Course Registration for Research Seminar and the First Foreign Language	41
9. Advanced Research Seminars/ 研究演習	42
9-1 Application	42
9-2 Exceptional Registration Case for Research Seminar	43
10. Credit Grant	45
10-1 Credit Grant Standard and the Granted Courses	45
10-2 Course Registration for Upper Level Courses	46
10-3 Class level change based on the result of qualifying tests	47
10-4 Credit Grant Schedule	47
IV Performance, Examinations, Reports and Graduation Thesis	49
1. Performance	49
1-1 Evaluation Methods	49
1-2 Evaluation	49
1-3 Grades	49
1-4 Grade Appeals	49
2. Examinations	50
3. Reports	51
4. Graduation Thesis/ 卒業論文	52
4-1 The Course for Graduation Thesis	52
4-2 Students who are eligible to submit Graduation Thesis	53
4-3 Submission	53
V University-wide Courses	55
1. Outline	55
2. Pre-apply Courses for University-wide Courses	56
2-1 University-wide Courses: Language Education Courses (by Language Center)	56
2-2 University-wide Courses: Sport Science and Health Science Courses (Academic Affair Office)	56
2-3 Notes for Registration	56
3. University-wide Courses and Course List	57
3-1 Spring Semester Courses	58
3-2 Fall Semester Courses	63
VI Graduation	69
1. Graduation in Three Years	69
2. Graduation Extension	70
VII Chapel Program	71
VIII Others	71
1. Philosophy and Aims of Kwansei Gakuin University	71
2. Course Registration	72
3. KG Regulations on Evaluation and Examinations (excerpts)	77
4. Guideline for Undergraduate Course and Examination in the event of Storm Warning and Public Transportation Shutdown (excerpts)	78
5. Website for Course Registration and Learning Guidance	79
6. Office Hours	80
7. Other Notes	80
IX References	83
1. Bylaws of the School of International Studies	83
2. Faculty Offices and Office Hours	90
3. PC rooms	91
4. SIS Library	92
5. FAQ	93
6. Campus Map	93

Class Schedule for 2020

S P R I N G		Monday	Tuesday	Wednesday	Thursday	Friday
	2020 April	13,20,27	7,14,21,28	8,15,22,29(Showa day)	9,16,23,30	10,17,24
	May	<u>6(Wed: Rescheduled Class),11,18, 25</u>	12,19,26	13,20,27	7,14,21,28	1,8,15,22,29
	June	1,8,15,22,29	2,9,16,23,30	3,10,17,24	4,11,18,25	5,12,19,26
	July	6,13	7,14	1,8,15	2,9	3,10

F A L L		Monday	Tuesday	Wednesday	Thursday	Friday
	Septem ber	28 (Anniversary of Foundation)	29	23,30	24	25
	October	5,12,19,26	6,13,20,27	7,14,21,28	1,8,15,22,29	2,9,16,23,30
	November	2,9,16, 23(Thanks Giving day),30	3(Culture day), 10,17,24	4,11,18,25	5,12,19,26	6,13,20,27
	December	7,14,21	1,8,15,22	2,9,16,23	3,10,17	4,11,18
	2021 January	<u>6(Wed: Rescheduled Class)</u>	12		7	8

2020 Class and Event Schedule

Year and Month	Date	Class and Event
April 2020	1 (Wed) and 2 (Thu)	Entrance Ceremony
	2 (Thu) and 3 (Fri)	Health Check-up Period at Seiwa Campus Please confirm Health care center HP or SIS bulletin board.
	3 (Fri), 4(Sat), 6(Mon)	Course Registration Instruction
	7 (Tue)	First Day of Spring Semester and 1 st Quarter
	8 (Wed) ~ 13 (Mon)	Health Check-up Period at Kobe Sanda Campus (Target) 8 th & 9 th :Female, 10 th & 13 th :Male
	8 (Wed) ~ 21(Tue)	Health Check-up Period at Uegahara Campus (Target)8 th -14 th :Female, 15 th -21 th :Male
	29 (Wed; National Holiday)	Regular Class Day
May	6 (Wed; Holiday)	Reschedule Class for Monday
	19 (Tue) and 20 (Wed)	University –wide Chapel in Spring [Class Time Change] Period 1 – 10:15 am Period 2 11:25am -
	27 (Wed)	Last day of 1 st Quarter
	28 (Thu)	First day of 2 nd Quater
	30 (Sat)	TOEIC ® L&R IP All 1 st and 3rd grade SIS students (Other faculty only 1st graders)
July	15 (Wed)	Last day of Spring Semester and 2 nd Quarter
	16 (Thu)	Make-up Class Day for Spring Semester
	17 (Fri)-31 (Fri)	Spring Final and Mid term Examination Days Including the optional extra day
	23 (Thu; National Holiday)	Spring Final and Mid term Examination Days
	24 (Fri; National Holiday)	
August	5 (Wed),6 (Thu)	Make-up Examination Days
	7 (Fri)-9/19(Sat)	Summer Holiday
September	16 (Wed)	Graduation Ceremony Day for Spring Graduation
	17 (Thu)	Entrance Ceremony for Fall Enrollment
	23 (Wed)	First Day of Fall Semester and 3 rd Quarter
	28 (Mon; KG Foundation day)	Regular Class Day
October	15 (Thu) and 16 (Fri)	University –wide Chapel in Fall [Class Time Change] Period 1 – 10:15 am Period 2 11:25 am -
November	3 (Tue; National Holiday)	Regular Class Day
	10 (Tue)	Last Day of 3 rd Quarter
	11 (Wed)	First Day of 4 th Quarter
	23 (Mon; National Holiday)	Regular Class Day
December	5 (Sat)	TOEIC ® L&R IP for 2 nd Graders Except SIS students
	7 (Mon)	Christmas University –wide Chapel [Class Time Change] Period 1 – 10:15 am Period 2 11:25am -
	23 (Wed)	Last Day of Class Before Winter Break
	24 (Thu)-Jan 5 (Tue)	Winter Break
January 2021	6 (Wed)	First Day of Class after Winter Break Rescheduled Class day for Monday

	12 (Tue)	Last Day of Fall Semester and 4 th Quarter
	13 (Wed)	Make-up Class Day for Fall Semester
	14 (Thu) ~ 28 (Thu)	Fall Final and Mid term Examination Days Including the optional extra days
February	12 (Fri), 13 (Sat), 15 (Mon)	Make-up Examination Days Including the optional extra days
	16 (Tue)-March,31st(Wed)	Spring Holiday
March	18 (Thu)	Graduation Ceremony Day for Fall Graduation

Spring Semester 2020 Course Registration Schedule

Date & Time	Registration Schedule	
4 / 1 (Wed)	<p>★[2nd ~4th year students] Pre-registered Courses are available at Kyogaku Web Service from 8:50. *Pre-registered Course: Courses that are registered by school 1)Check at Kyogaku Web Service, login from https://webinfo.kwansei.ac.jp 2)"English" – "Class Schedule" or "教務" – "履修確認" * After 3 / 24, you can see pre-registered courses on that page; however, it might not be confirmed yet. Please check after 8:50 on 4 / 1.</p>	
4 / 2 (Thu)	<p>★[All Students] Pre-Applying Courses Application Period <u>4 / 1 (8:50) ~ 4/3 (16:50)</u> at Kyogaku Web Service (Course Registration by Lot Selection)</p>	<p>★[All students] CIEC Course Registration Period 1 <u>4 / 1 (8:50) ~ 4 / 3 (16:50)</u> at SIS office (Courses you applied for during this period will reflect to Kyogaku Web Class Schedule on 4/21.)</p>
4 / 3 (Fri)	<p>- Courses offered by SIS and other schools(P.32) - University-wide courses (P.55-68)</p>	
4 / 4 (Sat)	<p>★[All Students] <Lot Selection Result Announcement of Pre-Applying Courses> <u>SIS pre-applying courses</u> lot result will be announced on Kyogaku Web Service at 15:00.</p>	
4 / 6 (Mon)	<p>★[All Students] <Lot Selection Result Announcement of Pre-Applying Courses> <u>University-wide pre-applying courses</u> lot result will be announced on Kyogaku Web Service at 8:50.</p>	
4 / 7 (Tue)	Class Starts	
4 / 8 (Wed)	<p>★[All Students] Course Registration Period <u>4 / 8 (8:50) ~ 4 / 10 (16:50)</u> at Kyogaku Web Service</p>	<p>★[All students] CIEC Course Registration Period 2 <u>4 / 8 (8:50) ~ 4 / 10 (16:50)</u> at SIS office (Courses you applied for during this period will reflect to Kyogaku Web Class Schedule on 4 / 21.)</p>
4 / 9 (Thu)	<p>*Students must complete course registration during this period for online registration required courses. (including quarter semester system courses and intensive courses)</p>	
4 / 10 (Fri)		
4 / 14 (Tue)	<p>★[All Students] Course Registration Change Period <u>4 / 14 (8:50) ~ 4 / 15 (16:50)</u> at Kyogaku Web Service</p>	<p>★[All students] CIEC Course Registration Period 3 <u>4 / 14 (8:50) ~ 4 / 15 (16:50)</u> at SIS office (Courses you applied for during this period will also reflect to Kyogaku Web Class Schedule on 4 / 21)</p>
4 / 15 (Wed)	<p>*Students can modify your registration status if you need to. After this period, students cannot change and/or add courses. (including quarter semester system courses and intensive courses)</p>	
5 / 25 (Mon) ~ 5 / 29 (Fri)	<p>★[All students] Course Cancellation Period <u>5/25 (8:50) ~5/29 (16:50)</u> at Kyogaku Web Service for SIS course at SIS office for CIEC course * If you wish to drop courses, please proceed with the procedure during this period. (Final confirmed class schedule will be available on Kyogaku Web Service on 6 / 5)</p>	
8 / 12 (Wed)	Grade Announcement	
9 / 4 (Fri)	Graduates Announcement	

Fall Semester 2020 Course Registration Schedule

Date & Time	Registration Schedule	
9 / 7 (Mon)	<p>★[All students] Pre-registered Courses are available at Kyogaku Web Service from 9:00. *Pre-registered Course: Courses that are registered by school Check at Kyogaku Web Service, login from https://webinfo.kwansei.ac.jp “English” – “Class Schedule” or “教務” – “履修確認”</p>	
9 / 10 (Thu)	<p>★[All Students] Pre-Applying Courses Application Period <u>9 / 10 (9:00) to 9 / 11 (16:50)</u> at Kyogaku Web Service (Course Registration by Lot Selection) - Courses offered by SIS (P.32) and other schools - University-wide courses (P.55-68)</p>	<p>★[All students] CIEC Course Registration Period 1 <u>9 / 10 (9:00) to 9 / 11 (16:50)</u> at SIS office (Courses you applied for during this period will reflect to Kyogaku Web Class Schedule on 10 / 6.)</p>
9 / 11 (Fri)		
9 / 15 (Tue)	<p>★[All Students] <Lot Selection Result Announcement of Pre-Applying Courses> SIS and other school pre-applying courses lot result will be announced on Kyogaku Web Service at 8:50.</p>	
9 / 16 (Wed)	<p>★[All Students] <Lot Selection Result Announcement of Pre-Applying Courses> University-wide pre-applying courses lot result will be announced on Kyogaku Web Service at 8:50.</p>	
9 / 23 (Wed)	Class Starts	
9 / 24 (Thu)	<p>★[All Students] Course Registration Period <u>9 / 24 (8:50) ~ 9 / 26 (16:50)</u> at Kyogaku Web Service *Students must complete course registration during this period for online registration required courses.</p>	<p>★[All students] CIEC Course Registration Period 2 <u>9 / 24 (8:50) ~ 9 / 26 (16:50)</u> at SIS office (Courses you applied during Period 2 will reflect to Kyogaku Web Service Class Schedule on 10 / 6)</p>
9 / 25 (Fri)		
9 / 26 (Sat)		
9 / 30 (Wed)	<p>★[All Students] Course Registration Change Period <u>9 / 30 (8:50) ~ 10 / 1 (16:50)</u> at Kyogaku Web Service *Students can modify your registration status if you need to. After this period, students cannot change and/or add courses.</p>	<p>★[All students] CIEC Course Registration Period 3 <u>9 / 30 (8:50) ~ 10 / 1 (16:50)</u> at SIS office (Courses you applied during Period 3 will also reflect to Kyogaku Web Service Class Schedule on 10 / 6)</p>
10 / 1 (Thu)		
11 / 16 (Mon) ~ 11 / 20 (Fri)	<p>★[All students] Course Cancellation Period <u>11/16 (8:50) ~ 11/20 (16:50)</u> at Kyogaku Web Service for SIS course at SIS office for CIEC course * If you wish to drop courses, please proceed with the procedure during this period. (Final confirmed class schedule will be available on Kyogaku Web Service on 11 / 27)</p>	
2021 / 2 / 18 (Thu)	Grade Announcement	
3 / 4 (Thu)	Graduates Announcement	

Spring Semester 2020 University-wide Courses Application Schedule (Nishinomiya-Uegahara and Seiwa)

* Administrative Dept. : Organization for Academic Affair will be described as "Administrative Dept."

* Course Title in Japanese is lectured in Japanese and courses & trainings offered by Teacher Development are all Japanese.

Office	Center for Common Educational Program 共通教育センター	Sport and Health Science スポーツ科学・健康科学教育 プログラム室	Center for Hands-on Learning Programs ハンズオン・ラーニングセンター	Language Center 言語教育研究センター	Center for International Education and Cooperation (CIEC), Center for Japanese Language Teaching 国際教育・協力センター(CIEC)、日本語教育センター	Research Center for Teacher Development 教職教育研究センター
Mar. 21 (Sat)						● Registration Application for Other School Courses for Teaching License ▼ 8:50~12:20
Mar. 23 (Mon)						● Registration Application for Other School Courses for Teaching License ▼ 8:50~11:30 12:30~16:50
Mar. 24 (Tue)		● Sport and Health Science Courses (Priority Application) Eligibility: Students who aim to obtain teaching license, and who have not taken the course below. Course Title: "体育方法学講義C" and "体育方法学演習C" ▼ Web Application Only 3/24(Tue)8:50~9/25(Wed)16:50				● Registration Application for Other School Courses for Teaching License ▼ 8:50~11:30 12:30~16:50
Mar. 25 (Wed)						● Registration Application for Other School Courses for Teaching License ▼ 8:50~11:30 12:30~16:50
Mar. 26 (Thu)						● Registration Application for Other School Courses for Teaching License ▼ 8:50~11:30 12:30~16:50
Mar. 27 (Fri)						● Registration Application for Other School Courses for Teaching License ▼ 8:50~11:30 12:30~16:50
Mar. 28 (Sat)						
Mar. 30 (Mon)						
Mar. 31 (Tue)						
Apr. 1 (Wed)	● All Information and Computer Science Courses, except "文系系学生のための情報技術入門" and "情報技術概論" ● AI活用人材育成科目の全科目 ● 1回学序 1 ● 人権教育科目 004-010-013 ● 総合コース 807 ● 英語講座 006-008-009-014 ● スタディスキルゼミナール ▼ Web Application Only 4/1(Wed)8:50~4/3(Fri)16:50	(General Application) Eligibility: All Undergraduates Courses: All Sport and Health Science Courses ▼ Web Application Only 4/1(Wed) 8:50~4/3(Fri)16:50	●ライブ・キャリア概論 ●ライブ・デザインと仕事A ●ライブ・キャリア入門演習 ●ライブ・キャリア実践演習 ●ライブ・キャリア発展演習 ●キャリアゼミA ●キャリアゼミB ●社会探求入門 ●社会探求演習Ⅰ ●社会探求演習Ⅱ ●特別演習007【阪急阪神D線と社会】 ●PBL特別演習009【三木市・旧市街地FW】 ▼ Web Application Only 4/1(Wed)8:50~4/3(Fri)16:50	●シネス日本語A ●シネス日本語B ●シネス日本語C ●日本語教育基礎 ●日本語教育基礎演習 ▼ Web Application Only 4/1(Wed)8:50~4/3(Fri)16:50	● Courses which require advanced registration of English score ● 総合日本語科目 (Including KGU Summer School courses) ● CCC Introduction to Multicultural Studies ● English for Cross-Cultural Studies A ▼ Web Application Only 4/1(Wed)8:50~4/3(Fri)16:50 ※ Please submit your English score to CIEC by the application deadline unless you have already been registered at CIEC or Language Center. ● Courses which DO NOT require advanced registration of English score ● Topics in Canadian Studies C ● 国際情報分析 ● プロジェクト・マネジメント I ● グローバル・ゼミA, B ● グローバル・ゼミA・B ▼ Web Application Only 4/1(Wed)8:50~4/3(Fri)16:50 ※ Please refer to "KG GO GLOBAL" for prerequisites and other details.	● Orientation for Museum Curator Practice (3rd years) ▼ 13:30~14:30 at Lecture Hall 4, 202 ● Teaching Practice Second Registration (4th years) ▼ 8:50~11:30 12:30~16:50 ● Teaching Practice Second Registration (4th years) ▼ 8:50~11:30 12:30~16:50 ● Teaching Practice Second Registration (4th years) ▼ 8:50~11:30 12:30~16:50 (Announcement of Application Result for Museum Curator Practice) 8:50 at Research Center for Teacher Development. ● Registration Application for Museum Curator Practice ▼ 8:50~11:30 12:30~16:50
Apr. 2 (Thu)	● Schedule changes will be announced at Kyogaku Web Service. (Announcement of Application Result) at Kyogaku Web Service. ▼ 4/2(Tue) at 9:00 Announced at Kyogaku Web Service ● Courses offered by Consortium of Universities in Hyogo These courses are offered as intensive course only. Application period and application result will be announced at Kyogaku Web Service. ▼ Administrative Dept. ● EUJ Program (Application Period) ▼ 4/1(Wed)~4/13(Mon) Administrative Dept. ※ Schedule changes will be announced at Kyogaku Web Service. Business Hour (For all courses) (Weekday) 8:30~11:30 12:30~16:50 (Sat) 8:30~12:20					
Apr. 3 (Fri)						
Apr. 4 (Sat)						
Apr. 6 (Mon)	(Announcement of Application Result) at 8:50 Web Announcement Only ● Additional application information will be available on "お知らせ" at Kyogaku Web Service. (Tentative) ※ Additional application will be accepted only if course seats remain available after the general application has ended. (Additional Application) ▼ Web Application Only 8:50~11:30 (Announcement of Additional Application Result) at 17:00 Web Announcement Only	(Announcement of Application Result) at 8:50 Web Announcement Only ● Additional application information will be available on "お知らせ" at Kyogaku Web Service. (Tentative) ※ Additional application will be accepted only if course seats remain available after the general application has ended. (Additional Application) ▼ Web Application Only 8:50~11:30 (Announcement of Additional Application Result) at 17:00 Web Announcement Only	(Announcement of Application Result) at 8:50 Web Announcement Only ● Additional application information will be available on "お知らせ" at Kyogaku Web Service. (Tentative) ※ Additional application will be accepted only if course seats remain available after the general application has ended. (Additional Application) ▼ Web Application Only 8:50~11:30 (Announcement of Additional Application Result) at 17:00 Web Announcement Only	(Announcement of Application Result) at 8:50 Web Announcement Only ● Additional application information will be available on "お知らせ" at Kyogaku Web Service. (Tentative) ※ Additional application will be accepted only if course seats remain available after the general application has ended. (Additional Application) ▼ Web Application Only 8:50~11:30 (Announcement of Additional Application Result) at 17:00 Web Announcement Only	(Announcement of Application Result) at 8:50 Web Announcement Only ● Additional application information will be available on "お知らせ" at Kyogaku Web Service. (Tentative) ※ Additional application will be accepted only if course seats remain available after the general application has ended. (Additional Application) ▼ Web Application Only 8:50~11:30 (Announcement of Additional Application Result) at 17:00 Web Announcement Only	(Announcement of Application Result) at 8:50 Web Announcement Only ● Additional application information will be available on "お知らせ" at Kyogaku Web Service. (Tentative) ※ Additional application will be accepted only if course seats remain available after the general application has ended. (Additional Application) ▼ Web Application Only 8:50~11:30 (Announcement of Additional Application Result) at 17:00 Web Announcement Only
Apr. 7 (Tue)						
Apr. 8 (Wed)						
Apr. 9 (Thu)						
From Apr. (any time)			●ライブ・キャリアリーダーシップ実習 ●インターンシップ実習 ●海外インターンシップ ●ハンズオン・インターンシップ実習 ●キャリアゼミB ●平和学特別演習II(ロシア) ●社会探求演習Ⅰ・Ⅱ ●PBL特別演習002【JETRO × 産業界連携】 ●PBL特別演習006【公認会計士と稼ぐ企業】 ●PBL特別演習008【福島で学ぶ復興と原発問題】 * Application info will be released at HLC and Kyogaku Web Service from April. * Orientation: April ~ A/N * Application Period: Refer to "2020年度入学科目申込・履修についての諸注意" for more details.			(Announcement of Registration Application Result for Other School Courses for Teaching License) at each school

No online application for Nishinomiya City Mutual Credit Exchange Program, EUJ Program, and Consortium of Universities in Hyogo.
CIEC courses offered in Nishinomiya City Mutual Credit Exchange Program are held at Nishinomiya City Intercollegiate Center.
Application schedule for courses offered by Integrated Center for UN and Foreign Affairs Studies will be announced at Kyogaku Web or on each application guideline for each course.

Fall Semester 2020 University-wide Courses Application Schedule (Nishinomiya-Uegahara and Seiwa)

* Administrative Dept.: Organization for Academic Affair will be described as "Administrative Dept."

* Course Title in Japanese is lectured in Japanese and courses & trainings offered by Teacher Development are all Japanese.

Office	Center for Common Educational Program 共通教育センター	Sport and Health Science スポーツ科・健康科学教育 プログラム室	Center for Hands-on Learning Programs ハンズオン・ラーニングセンター	Language Center 言語教育研究センター	Center for International Education and Cooperation (CIEC) 国際教育・協力センター (CIEC)、日本語教育センター	Research Center for Teacher Development 教職教育研究センター
Aug. 26 (Fri)						● Registration Application for Other School Courses for Teaching License ▼ 9:00~11:30 12:30~16:00
Aug. 29 (Sat)						
Aug. 31 (Mon)						● Registration Application for Other School Courses for Teaching License ▼ 9:00~11:30 12:30~16:00
Sept. 1 (Tue)						● Registration Application for Other School Courses for Teaching License ▼ 9:00~11:30 12:30~16:00
Sept. 2 (Wed)						● Registration Application for Other School Courses for Teaching License ▼ 9:00~11:30 12:30~16:00
Sept. 3 (Thu)						● Registration Application for Other School Courses for Teaching License ▼ 9:00~11:30 12:30~16:00
Sept. 4 (Fri)						
Sept. 5 (Sat)						
Sept. 7 (Mon)		● Sport and Health Science Courses (Priority Application) Eligibility: Students who aim to obtain teaching license, and who have not taken the courses below. Course Title: "体育方法学講義C" and "体育方法学演習C" ▼ Web Application Only 9/7(Mon)9:00~9/8(Tue)16:00				● Application for Teaching Practice Course ("教職実践演習") ▼ Web Application Only 9/7(Mon)9:00~9/8(Tue)16:00
Sept. 8 (Tue)						● Application for Teaching Practice Course ("教職実践演習") ▼ Web Application Only by 16:00
Sept. 9 (Wed)						
Sept. 10 (Thu)	● All Information and Computer Science Courses, except "文科系学生のための情報技術入門" and "情報技術概論" ● AI活用入 材育成科目の全科目 ● 履修/学 2 ● 人権教育科目005-009-016-017 ● 災害復興学 ● 総合コース214 ● スタディスキルセミナー ▼ Web Application Only 9/10(Thu)9:00~9/11(Fri)16:30	● Announcement of Priority Application Result) Web Announcement Only (General Application) Eligibility: All Undergraduates Courses: All Sport and Health Science Courses ▼ Web Application Only 9/10(Thu)9:00~9/11(Fri)16:50	● ライフキャリア概論 ● ライフデザインと仕事A ● ライフデザインと仕事B ● ライフ・キャリア入門演習 ● ライフ・キャリア実践演習 ● ライフ・キャリア発展演習 ● ハンズオン・プログラクテイブ ● 社会探究入門 ● 社会探究実演演習 I・II ● PBL特別演習004【高士ゼロックス兵庫瀬川志プロジェクト】 ● PBL特別演習005【アントレプレナー養成】 ● PBL特別演習006【高士ゼロックス兵庫瀬川志プロジェクト】 ▼ Web Application Only 9/10(Thu)9:00~9/11(Fri)16:50	● Skill-based English ● Language and Communication ● Culture and Society ● Academic Writing and Presentation ● Project-based Seminar in English ● フランス語インテグ初級Ⅲ・中級 ※1 ● トイ語インテグ初級Ⅲ・中級 ※1 ● フランス語アラカルト(聞く・話す)A ▼ Web Application Only 9/10(Thu)9:00~9/11(Fri)16:50 ※1 Students who wish to seek a prerequisite waiver for フランス語インテグ初級Ⅲ・中級・中級Ⅲ・中級Ⅳ/トイ語インテグ初級Ⅲ・中級・中級Ⅲ should go to Language Center to submit the Administrative Dept. at Uegahara Campus) 9/10(Thu)9:00~9/11(Fri)16:50	● Courses which require advanced registration of English score) ● 総合日本語科目 ● English for Cross-Cultural Studies B ● CCC Introduction to Multicultural Studies ● CCC Introduction to Internal Relations ▼ Web Application Only 9/10(Thu)9:00~9/11(Fri)16:50 ※ Please submit your English score to CIEC by the application deadline unless your score has already been registered at CIEC or Language Center. ● Courses which DO NOT require advanced registration of English score) ● Topics in Canadian Studies A, B ● 国際情報分析 ● プロジェクトマネジメント I ● グローバルゼミA, B ● グローバルスタディーズ入門 ▼ Web Application Only 9/10(Thu)9:00~9/11(Fri)16:50 ※ Please refer to "KG GO GLOBAL" for prerequisites and other details.	● Announcement of Application Result for Teaching Practice Course ("教職実践演習") at 9:00 Web Announcement Only ● Additional Application Period for Teaching Practice Course ("教職実践演習") ▼ Web Application Only 9/10(Thu)9:00~9/11(Fri)16:50 ※ Additional application will be accepted only if course seats remain available after the general application has ended. ● Additional Application Period for Teaching Practice Course ("教職実践演習") ▼ Web Application Only by 16:30
Sept. 11 (Fri)						
Sept. 12 (Sat)						
Sept. 14 (Mon)						
Sept. 15 (Tue)						
Sept. 16 (Wed)	● Nishinomiya City Mutual Credit Exchange Program (西宮市大学連携単位講座: class is lectured in Japanese) (Application Period) ▼ 9/16(Wed)~9/23(Wed) Administrative Dept. ※ Schedule changes will be announced at Kyogaku Web Service. (Announcement of Application Result) GENTER Course ▼ 10/6(Tue)9:00 Announced at Kyogaku Web Service	● Announcement of General Application Result) Web Announcement Only ● Additional application information will be available on "お知らせ" at Kyogaku Web Service. (Tentative) ※ Additional application will be accepted only if course seats remain available after the general application has ended. (Additional Application) ▼ Web Application Only 8:50~11:30	● Announcement of Application Result) Web Announcement Only ● Additional application information will be available on "お知らせ" at Kyogaku Web Service. (Tentative) ※ Additional application will be accepted only if course seats remain available after the general application has ended. (Additional Application) ▼ Web Application Only 8:50~11:30	● Announcement of Application Result) Web Announcement Only ● Additional application information will be available on "お知らせ" at Kyogaku Web Service. (Tentative) ※ Additional application will be accepted only if course seats remain available after the general application has ended. (Additional Application) ▼ Web Application Only 8:50~11:30	● Announcement of Application Result) Web Announcement Only ● Additional application information will be available on "お知らせ" at Kyogaku Web Service. (Tentative) ※ Additional application will be accepted only if course seats remain available after the general application has ended. (Additional Application) ▼ Web Application Only 8:50~11:30	● Announcement of Additional Application Result for Teaching Practice Course ("教職実践演習") at 8:50 Web Announcement Only ● Additional application information will be available on "お知らせ" at Kyogaku Web Service. (Tentative) ※ Additional application will be accepted only if course seats remain available after the general application has ended. (Additional Application) ▼ Web Application Only 8:50~11:30
Sept. 17 (Thu)	● EUJU Program (Application Period) ▼ 9/17(Thu)~9/28(Tue) Administrative Dept. ※ Schedule changes will be announced at Kyogaku Web Service. Business Hour (For All Courses) (Weekday) 8:50~11:30 12:30~16:50 (Sat) 8:50 ~ 12:20	● Announcement of Additional Application Result) Web Announcement Only ● Additional application information will be available on "お知らせ" at Kyogaku Web Service. (Tentative) ※ Additional application will be accepted only if course seats remain available after the general application has ended. (Additional Application) ▼ Web Application Only 8:50~11:30	● Announcement of Additional Application Result) Web Announcement Only ● Additional application information will be available on "お知らせ" at Kyogaku Web Service. (Tentative) ※ Additional application will be accepted only if course seats remain available after the general application has ended. (Additional Application) ▼ Web Application Only 8:50~11:30	● Announcement of Additional Application Result) Web Announcement Only ● Additional application information will be available on "お知らせ" at Kyogaku Web Service. (Tentative) ※ Additional application will be accepted only if course seats remain available after the general application has ended. (Additional Application) ▼ Web Application Only 8:50~11:30	● Announcement of Additional Application Result) Web Announcement Only ● Additional application information will be available on "お知らせ" at Kyogaku Web Service. (Tentative) ※ Additional application will be accepted only if course seats remain available after the general application has ended. (Additional Application) ▼ Web Application Only 8:50~11:30	● Announcement of Additional Application Result for Teaching Practice Course ("教職実践演習") at 8:50 Web Announcement Only ● Additional application information will be available on "お知らせ" at Kyogaku Web Service. (Tentative) ※ Additional application will be accepted only if course seats remain available after the general application has ended. (Additional Application) ▼ Web Application Only 8:50~11:30
Sept. 18 (Fri)						● Teaching Practice Orientation II for 3rd years ▼ 10:00~12:00 at Lecture Hall 5.1 (Tentative) ● Orientation for 教職課程・博物館学委員課程・学校図書部司書教職課程・国際ハローロリア教員養成プログラム等 ▼ 10:00~11:30 (Tentative) (Classroom TBD) ● Prior Training for Helper Practice (letter and up) ▼ 13:30~16:00 (Tentative) (Classroom TBD)
Sept. 19 (Sat)			● インターンシップ実習 ● 海外インターンシップ ● ハンズオン・インターンシップ実習 ● 社会探究実習 I・II ● キャリアゼミC ● 露が岡セミナー ● Application info will be released at HLC and Kyogaku Web Service from September. -Orientation: September ~ A/N -Application Period: Refer to 2020年度全科目申込み・履修についての留意" for more details.			
Sept. 23 (Wed)						● Announcement of Registration Application Result for Other School Courses for Teaching License) at each school
Sept. 24 (Thu)						
Sept. 25 (Fri)						
From Sept. (any time)						

No online application for Nishinomiya City Mutual Credit Exchange Program and EUJU Program.

CENTER courses offered in Nishinomiya City Mutual Credit Exchange Program are held at Nishinomiya City Intercollegiate Center.

Application schedule for courses offered by Integrated Center for UN and Foreign Affairs Studies will be announced at Kyogaku Web or on each application guideline for each course.

Plagiarism

Plagiarizing other people's written work is strictly prohibited.

The act of plagiarism is not only unacceptable act as a university student, but also it may be considered as illegal behavior. Plagiarism is recognized as a dishonest act, and penalties are imposed on those who committed the act, such as grade F(s) for the course, or for all the courses, in an aggravated case, that they have taken in the semester.

What is "Plagiarism"?

Presenting a part/all of other people's written work, including articles, ideas, and text, as your own work is plagiarism. Using materials above as yours and make people think that the work is created by you is also plagiarism. Moreover, writing paper by changing some of the expression of the original work is also recognized as plagiarism.

If you copy, paste or change some of the expressions of text on the internet and pretend it is your own work, it is also "Plagiarism."

Learn proper citation

When you quote someone else's work in your paper or thesis, you have to clarify it with "citations."

It is significant to differentiate between "other people's work/idea" and "your own idea" to avoid plagiarism.

There is no difference in either intentional or unintentional for plagiarism. Please realize that you must have responsibility for your own academic work.



Research Ethics at Kwansei Gakuin University

▶ You are a responsible researcher.

The term “researcher” refers to all those involved in research activities at Kwansei Gakuin University.

Undergraduate students are also considered equivalent to “researchers” when they are involved in research activities, such as administering questionnaires for various surveys or conducting seminar research, writing research reports, and authoring graduation thesis.

(from Kwansei Gakuin University Research Ethics Code of Practice [Article 2])

Kwansei Gakuin University, as a teaching and research institution adhering to the principles of Christianity, is committed to promoting education and research based on high ethical standards. The public's confidence is reinforced by the university's delivery of education and research results to society at large in the spirit of the school's motto, “Mastery for Service.”

- When publishing research results, researchers must not engage in fabrication, falsification, plagiarism, duplicate publication, or any other form of misconduct in their research activities. Researchers must not engage in deception when applying for patents. They must also pay careful attention to any conflicts of interest that could occur during research activities. If a conflict of interest should occur, the researcher must disclose information and manage the situation appropriately.
- Researchers must respect the dignity and human rights of individuals involved in their research activities. Researchers must also comply with the duty of confidentiality that accompanies such activities and strive to safeguard any personal information obtained through said activities.
- When using equipment, devices, drugs, materials, and the like during their research activities, researchers must comply with related laws and ordinances, Kwansei Gakuin University rules, and academic society guidelines; further, they must pay proper attention to the environment and safety.
- Researchers must not act in a way that is detrimental to students or joint researchers during their research activities without valid reason.

(excerpt from Kwansei Gakuin University Guidelines on Research Activities)

▶ Misconduct in Research Activities

The following three acts of misconduct are categorized as “specific misconduct” in the Ministry of Education, Culture, Sports, Science and Technology (MEXT) Guidelines for Responding to Misconduct in Research:

- Fabrication of testing materials
- Falsification of testing materials
- Plagiarism of testing materials

Additionally, Kwansei Gakuin University categorizes the following acts as misconduct:

- Use of selectively obtained testing materials
- Inappropriate author statements
- Duplicate publication
- Failure to make necessary corrections

Previous cases of misconduct and details on which type of misconduct applies to each case are listed on the reverse side of this document.

What are Research Ethics?

- Researchers must recognize their responsibilities and pursue research in accordance with their consciences and beliefs so that the objectivity of their research will not be compromised.
- Researchers are obligated to respect the dignity and human rights of individuals, safeguard personal information, and engage in methods and research that are scientifically and socially valid.
- In conducting research, researchers must follow related laws and ordinances and comply with Kwansei Gakuin University's regulations and the ethical standards of any academic societies or organizations to which they belong.

(excerpt from Kwansei Gakuin University Research Ethics Code of Practice)

[References] 1. “Guidelines for Responding to Misconduct in Research Activities,” MEXT (2014)

2. “Guidelines for Responding to Misconduct in Research Activities: Special Committee's Report on Misconduct in Research Activities,” MEXT (2006)

What are Misconduct in Research Activities ?

“Specific misconduct” according to MEXT's Guidelines for Responding to Misconduct in Research

Fabrication

Refers to making up data or results.

[Example] Misconduct in clinical research concerning a blood pressure lowering drug (Diovan)

In clinical research concerning a drug to lower blood pressure, a professor and other research members of Medical University “K” were found to have engaged in manipulating data to the advantage of the drug.

In this incident, an employee of the Japanese unit of Pharmaceutical Company “N,” a distributor of the drug, was involved in clinical studies conducted by “K” and other medical universities, with his identity concealed, and caused the research teams to release a paper in favor of the drug in a medical journal.

[Penalty] Dismissal, voluntary return of dismissal allowance

[References] Investigative report, Pharmaceutical Company “N” website (July 29, 2013)

Falsification

Refers to manipulating research materials, equipment, or processes, and changing data or results such that the research is not accurately represented in the research record.

[Example] Data falsification, including the misappropriation of images

An external whistleblower reported that a researcher of Medical University “D” had committed scientific misconduct in his papers: fabrication (use of another researcher's experimental data obtained based on the same methodology), falsification (image replacement for visual appeal), and duplicate publication (use of the same images and passages in three papers*, and use of the same data in two papers).

*The duplicate publication was not made with malicious intent. The researcher in violation mistakenly thought that the paper he submitted would be used for the abstract for a conference, not for publication in a journal.

[Penalty] The professor in violation: resignation under instruction

Coauthors: other forms of punishment

[References] “Apology and Announcement Concerning Research Misconduct,” Medical University “D” website (February 3, 2012)

By definition, fabrication and falsification are separate concepts. In reality, however, there is often not a clear distinction between the two terms due to many mixed, complex cases.

Plagiarism

Refers to using another researcher's ideas, analysis, processes, data, results, papers or words without permission from the researcher or without giving appropriate credit.

[Example] Plagiarism in a doctoral thesis at University “W”

It was indicated that a doctoral dissertation for which University “W” awarded a PhD degree in March 2011 included copyright infringements (copy and paste of text from other sources on the Internet, and close similarity to images posted on a bio-related company website), improper descriptions (deficiencies in the information provided for the images used), and inconsistencies (contradictions in the content of the paper referred to as the basis of the research results).

[Penalty] In this case, a one year grace period has been allowed, during which the author is required to receive guidance on how to write a doctoral dissertation and instruction in research ethics, and correct her paper in order to keep her doctoral degree. If she fails to follow these directions, her doctoral degree will be revoked.

[References]

1. Investigative report, University “W,” Doctoral Thesis Investigation Committee for the Graduate School of Advanced Science and Engineering (July 17, 2014)
2. Press conference announcement, University “W” website (October 7, 2014)

Kwansei Gakuin University also regards the following acts as misconduct in research activities.

▶ Use of selectively obtained testing materials

The use of selectively obtained testing materials refers to operating measurement/experiment devices or determining survey methods selectively to obtain and use testing materials that, for example, could not otherwise be obtained through valid means.

▶ Inappropriate author statements

Refers to the inclusion of researchers not involved in the research activity as an author, or failure to include a research collaborator in an appropriate manner.

▶ Duplicate publication

Refers to publication, by the author, of the same research results more than once under the guise of new research results.

▶ Failure to make necessary corrections

Refers to failure to take proper action – including withdrawal of research results and the announcement of necessary corrections – after discovering that there is a serious mistake in already published research achievements.

[References] 1. “Research Misconduct in Japan: Macro-Analysis Based on Open Information (1),” Japan Science and Technology Agency (2013), Vol. 56 No. 3

2. “Guidelines for Responding to Misconduct in Research Activities: Special Committee's Report on Misconduct in Research Activities,” MEXT (2006)

Please visit the following URL for detailed information on the University's system to prevent misconduct in research activities and relevant rules and regulation, as well as case examples.
URL: <http://www.kwansei.ac.jp/kenkyu/> “Initiatives to Prevent Misconduct in Research Activities”

Contact information for consultation and whistle-blowing on research misconduct

Kwansei Gakuin University Organization for Research Development and Outreach Administrative Office

E-mail : fuseisoudan@kwansei.ac.jp

(Nishinomiya Uegahara Campus) TEL 0798-54-6104 / FAX 0798-54-6905 (Kobe Sanda Campus) TEL 079-565-9052 / FAX 079-565-7910

※ The whistleblower is protected from receiving adverse treatment based on the “Kwansei Gakuin University Guidelines for Prevention of Misconduct in Research Activities”.

Online Service for Registration and Learning Support

We have mainly 4 websites as follows for registration and learning support.

Website for Registration and Outline on our university https://www.kwansei.ac.jp/a_affairs/a_affairs_000660.html

(Provided only in Japanese.)

【学部】2020年度履修・学習要覧 Webサイト

いいね! 1 ツイート LINEで送る

このサイトは、関西学院大学の学部在学生に対して、履修・学習に関する基本的な事項を掲載しています。
 ■大学院生用 ■下記リンクをご覧ください。

[【大学院】履修・学習要覧Webサイト](#)
 関連ページへのリンク

Click here for graduate student

もくじ (学部生用)

- ▶ 1. 大学、学部の理念・目的・教育目標
- ▶ 2. 『Kwanseiコンピテンシー』およびD P (学位授与の方針)・C P (教育課程編成・実施の方針)
- ▶ 3. 関西学院大学 学則
- ▶ 4. 授業スケジュール・行事予定カレンダー
- ▶ 5. 授業科目の履修にあたって
- ▶ 6. 成績評価・試験規程
- ▶ 7. 大学学部の授業・試験実施に関する普報発令及び交通機関の運行停止等の場合の取扱要領
- ▶ 8. 全学科目の紹介
- ▶ 9. 各学部内規
- ▶ 10. シラバス (授業実施要綱)
- ▶ 11. 教員等紹介
- ▶ 12. オフィス・アワーについて
- ▶ 13. 学費について
- ▶ 14. 諸規程

Class Schedule
 Calender for Events

Syllabus

Information on class/exam schedule changes due to weather warning or suspension of public transportation

Main Articles

- Code of the school
- Course Registration
- Class Schedule
- Syllabus
 (Guideline for Coursework)
- Information on class/exam schedule changes due to weather warning or suspension of public transportation
- Introduction for University-wide courses
- Each Faculty bylaws
- Instructors
- Office Hour
- Regulations (Grading, Examination, Tuitions, Degree, Study Abroad, Scholarship, Facilities and Others)

Kyogaku Web Service <https://webinfo.kwansei.ac.jp/> (https→"s" is necessary)

関西学院大学 教学Webサービス

授業・定期試験に関する緊急情報がある場合はこちら(大学ホームページへ) / In the event of emergency situations, please consult the below page for details regarding class/exam schedule (KGU HOME PAGE)

お知らせ

- ▶ 海外渡航の登録について(2020/02/02)
- ▶ 新型コロナウイルスへの対策について(2020/03/31)
- ▶ 2019年度秋学期 追試験・代替試験受験要領(1番発表(2020/01/30))

全学事項 学部・研究科 キャリア 個人伝言

個人 02/05 Info about your Grade

個人 01/29 Class schedule for undergraduate in 2020

個人 01/27 Part time job of Takarazuka City English Teacher

個人 10/21 Classschedule for undergraduate in 2020

お知らせ 教務 キャリア English ニュース

Courses/Grades

- Registration by Lottery
- Instructor Information
- Syllabus Information
- Examination Schedule
- Grades

Classes

- Class Schedule
- Classroom/Schedule Change
- Class Cancellations
- Class Makeup

検索

Course Registration
 Pre-Applying Course Application (Lot Selection)

Confirm class cancellation, Make-up class

Please check here constantly to see whether you are called by Office or other Departments

Main Function

- Course Registration/Application
- Grade Reference/Course Drop
- Class Schedule
- Class Cancellation, Class Makeup, Room Change Notice
- Notice for Reading
- Notice Message List
- Personal Information Registration

How to check your emails

KG mail account(@kwansei.ac.jp) receives emails about class cancellation, make-up class, classroom & class schedule change, and personal message(個人伝言). If you'd like to receive emails at your private PC or mobile phone, please download email application onto your personal device. Please note that attached files are accessible only at Kyogaku Web Service.

Connection Time on Kyogaku Web Service

After the following period of inactivity, you will automatically log out.

“お知らせ” 10 minutes

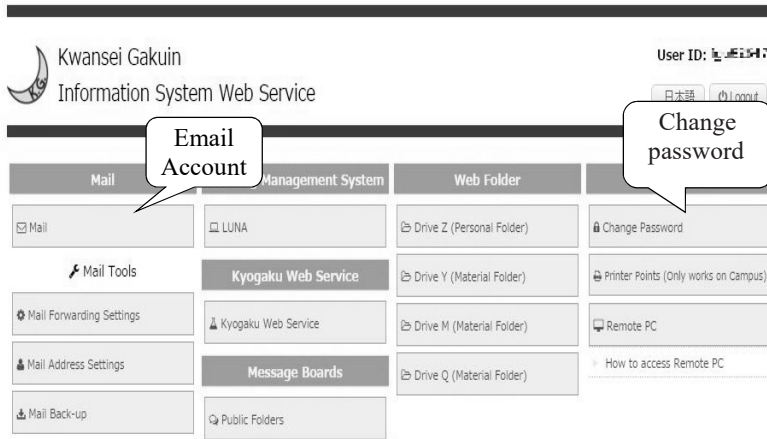
“教務” 60 minutes (*1)

“キャリア” 60 minutes (*1)

(*1) From pre-applying courses application period till course registration change period, and on grade announcement day, the connection time will be 10 minutes.

■ When the page has too many visitors at the same time, the service may stop. The service starts again as soon as the system recovers.

■ When you leave the Kyogaku Web Service webpage, please click log-out button (“ログアウト”) instead of closing the window directly.



■Main Functions
 Email (@kwansei.ac.jp)
 Change password
 Mail Forwarding Setting
 Check printer points
 Public Folder
 Access to file servers
 etc.

You can use Kwansai Gakuin Student Mail Service through the mail application on your computer, smartphone, or tablet.
 Account settings is necessary for the use of each device.
 For account settings, refer to the following website of KGICT. https://ict.kwansei.ac.jp/en/guide/mail_000472.html

LUNA provides Learning Support System, such as class community, also, university-wide shared contents and portfolio system. Students can use this system wherever internet access is available.

◆How to access

Please log in to the URL above or Information System Web Service. As for portfolio, applications below will expand its functions, such as push notification. (Application itself is for free, but the internet access charge will be on users for download and its use.)

If you access via PC, see below.

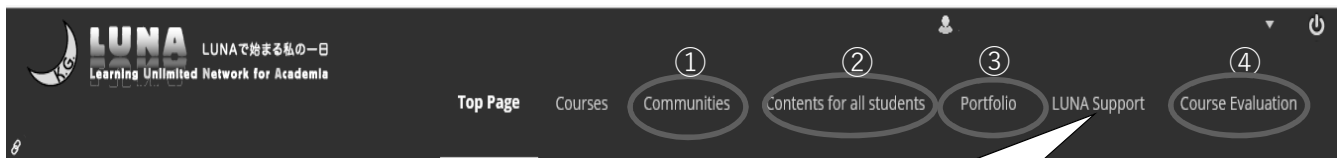
If you download application, refer to below.



iOS

Android™

Android™ and "Google" are trademarks and registered trademark of Google Inc..
 *Apple is trademarks and registered trademark of Apple Inc., registered in U.S and other countries.
 **App Store is the service mark of Apple inc.



Top Page Notifications Dashboard

Add Module

The most recent notes to use LUNA (provided only in Japanese)

<障害情報> 今年度の障害情報はこちらです。

<メンテナンス等のお知らせ> 今年度のメンテナンス情報はこちらです

●<LUNA活用事例紹介> 活用事例紹介はこちらです
 教員のLUNA活用事例をLUNAサポートに掲載しています。今年度作成分も、順次掲載しています。是非ご覧ください！

Go to each course's page

▼ 履修科目一覧

- ☑ 2018
- ☑ 2017
- ☑ 2016

▼ イベント情報

今年度のイベント情報はこちらです

教職員向け LUNA講習会・学生向け LUNA講習会実施のお知らせ
 今年度のLUNA講習会は終了いたしました。

[Click here for English](#)

■ Main Function

① Each subject's page and the community (PC use only)

- Check notices from instructors
- Download class materials
- Submit papers
- Answer quizzes
- Check the assignment submission status and its grade
- Communicate with instructors and classmates on BB

② University-wide offered Contents (PC use only)

- Self-teaching materials for information ethics
- Monthly report of studying abroad, and affiliated schools list (FactSheet)
- Glossary by School of Sociology
- Audio material of Chinese language

③ The purpose and functions of Portfolio (PC and Mobile)

- Answer questionnaire
- Know yourself
- Set goals
- Make records of and looking back on your campus life
- Download the information you have recorded

④ Course Evaluation (PC use only)

The purpose of this survey is to look through students' learning activities, and also to improve course contents, curriculum qualities, and educational environment. University sets a certain period of time for this survey every semester. We appreciate your cooperation and sincere answers.

*Please note that some functions do not work properly on a mobile device (smartphone and tablet).

■ About KG Portfolio

KG Portfolio, via PC or mobile phone, provides you with intuitive approach to grasp your development like score growth including GPA, to review your strength, to set your goal and to look back how you have worked with it, and to realize your academic achievement. We help you to start discovering the advantage through backup and support as each office at KGU and lecturers of courses register your academic activities on Portfolio. It is a very useful tool not only to make your daily activities fruitful but also to assist you to consider your future careers such as job hunting and going on to graduate school.

● Top page

After you log in, the display of the screen will automatically change to suitable version for the device you are using, such as PC, smartphone, and tablet. Below is web page for PC. When you log in on smartphone, each box will be displayed separately.



↑ Menu page

↑ Top page



All functions mentioned here are as at April 2020. They may be added or removed without notice in view of the circumstances.

GPA and/or earned credits on the Score tab are not official. Please check official scores at Kyogaku Web Service.

For graduation requirements, refer to Study Information and Grade Report.

*Each tab's name may be displayed in English when you select the language "English". Please note that the content of the tab is shown mostly in Japanese.

● What you enter in Portfolio

There are two different kinds of information; one is provided by university, such as GPA, and the other is student-oriented, such as registration of career sheet and targets. Both parts' information will not be disclosed to other students. Information on the portfolio is shared with university to support a variety of student activities. Authorized instructors and staff may refer to those registered information to improve our service.

Registration is Required for Students who Travel or Study Abroad

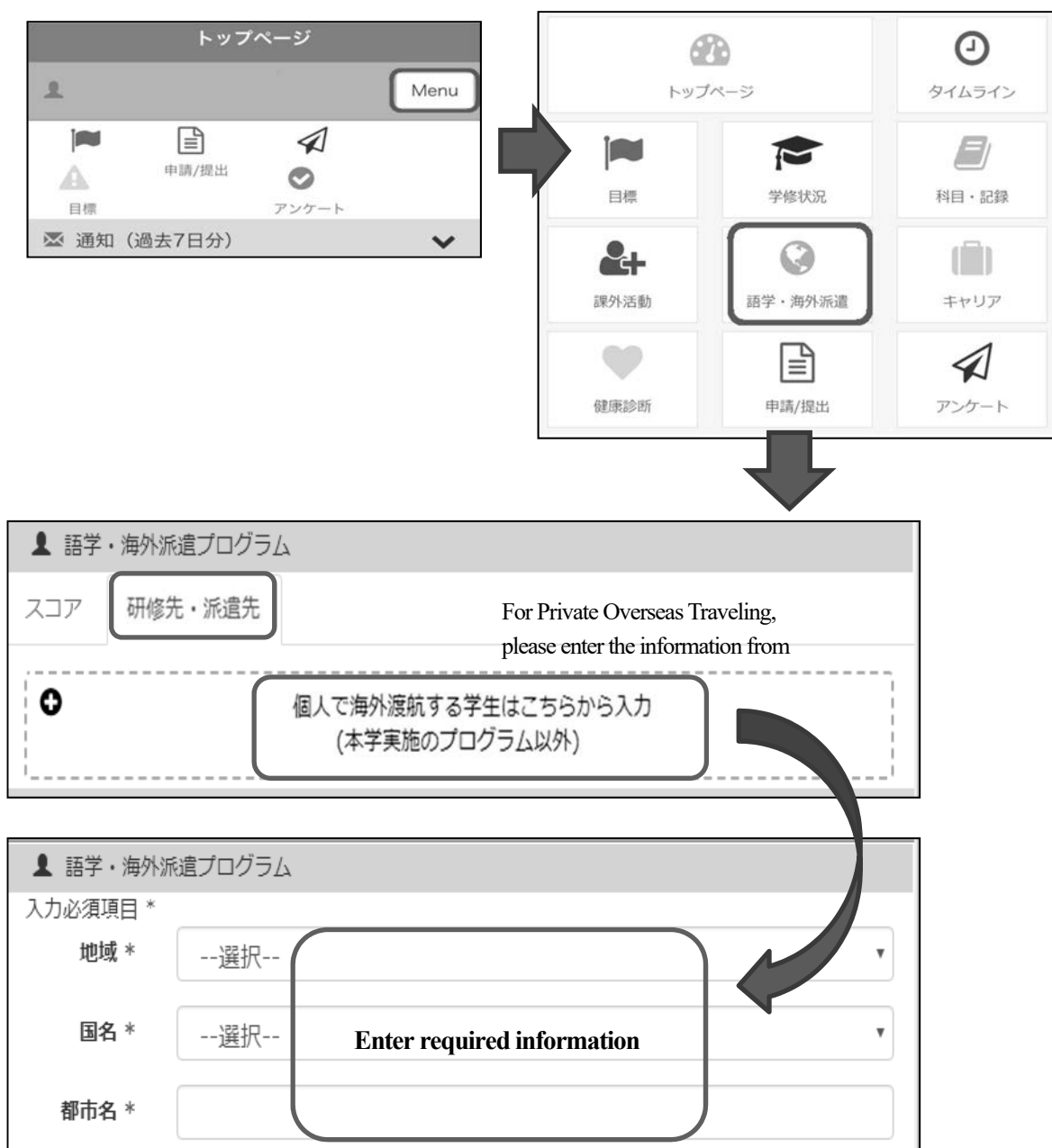
In order to respond to a situation where our students may be involved in a critical incident abroad such as terrorism or natural disaster, Kwansai Gakuin University needs to collect the following information.

- 1) Information on student's overseas travel on a program which is NOT offered by our university.
(Information on university-offered program participants are handled by CIEC or each school that offers the program.)
- 2) Information on overseas travel by university-offered program participants during their vacation.

All students who fall under the above are required to register overseas travel information on Portfolio.
(See the Intro page for how to download Portfolio.)

This procedure corresponds to the "Crisis Management Guideline for Study Abroad in University" released by the MEXT and we shall not use the registered information for purposes other than the original intent.

< How to register on Portfolio >



....."Double Challenge Program" (just for your reference).....

EbIS students don't need to take any action for "Double Challenge Program". SIS office will take care of it.

'Dual Endeavour Program,' translated as 'Double-Challenge Program' in Japanese, is a unique educational operating system which will be applied to all students enrolled in AY 2018 and later. Each student will be asked to choose a program from "International program," "Hands-On Learning program," or "Minor program," and to input it in the course registration at the beginning of every semester.

As for EbIS students, "Business Leadership Coaching" course of "Hands-On Learning program" is selected by default (though you don't have to register it). If you wish to take another program, please contact SIS office.

I

Curriculum of the School of International Studies (Students enrolled in and after 2014)

The curriculum specifies the courses of the School of International Studies (SIS) and the requirements for registration and graduation. The curriculum is based on the University Regulations and Bylaws of the School of International Studies; moreover, in principle, the rules and regulations in effect for the year of enrollment apply to students until their graduation. A full understanding of the curriculum is essential for the planning of course registration. Depends on which year students enrolled in, graduation requirements may differ. Please read through Study Information carefully as possible. If you have questions, please visit SIS Office.

1. Graduation Credit Requirement (Students enrolled in and after 2014)

The graduation credit requirement in the SIS is described as follows. The number of credits in the table is the minimum number of credits required for graduation. More credits may be required for obtaining certifications or qualifications, and for other purposes.

Field		Graduation Requirement		Notes
Christian Studies		4		
Language	Japanese (Elementary)	16	18	<u>In and after 2015 students:</u> The course consists of four classes a week each semester. - Students are required to continue for at least five semesters.
	Japanese (Intermediate)	2		
	Technical Writing / Academic Writing	2	2	
International Studies Foundation Courses (Introductory Courses)		14	18	
International Studies Foundation Courses (Basic Courses)				
International Studies Foundation Courses (Practical Orientation)				
International Studies Advanced Courses	Global Core Courses	18		
	North American Studies	20		
	Asian Studies	12		
	Advanced Research Seminars	12		
From: - Languages - International Studies Foundation Courses - International Studies Advanced Courses		12		Additional credits beyond the required credits mentioned above
Field Related Courses		20		- Additional credits beyond the required credits mentioned above from Christian Studies, Language, Int'l Studies Foundation Courses, and Int'l Studies Advanced Courses - University-wide courses - Courses of other schools
Optional Courses				
Total		124		

2. Course Structures (Students enrolled in and after 2014)

2-1 Christian Studies

To help students develop a rich personality and gain a broad perspective supported by our education based on Christian principles as well as by the school motto “Mastery for Service”, the SIS provides four compulsory elective courses: Christianity A, Christianity B, キリスト教学 A, and キリスト教学 B (2 credits each).

<Christian Studies>

The number in brackets indicates the number of credits.

Standard Year for Registration	Compulsory Elective Courses	
1 st year	Christianity A(2) キリスト教学 A(2)	Christianity B(2) キリスト教学 B(2)
Requirement	4	

<Notes on registration>

- (1) 1st-year students must take designated classes for Christian Studies.
- (2) Christianity A and B are taught in English.
- (3) The four credits required for graduation must be earned in the combination of Christianity A and B, or キリスト教学 A and B.

The “**standard year for registration**” indicates the academic year from which students can register for each course. If the standard year for registration is the 1st year, all students from the 1st to 4th years can register for the course. If the standard year for registration is the 3rd year, students in the 3rd and 4th years only can register for the course.

2-2 Languages

The Japanese language course is mandatory for all international students. SIS provides the following courses to help students to develop practical communication skills and reading/writing skills in Japanese.

<Japanese (Elementary): Japanese I , II , III & IV>

For these compulsory courses, each class meets four times a week (90 minutes per class), and 16 credits are required for graduation.

<Japanese (Intermediate): Japanese V & VI>

For these compulsory elective courses, each class meets twice a week, and 2 credits are required for graduation.

<Japanese (Advanced): Japanese VII & VIII>

Each class meets twice a week. These courses are elective.

Students who were admitted in 2014 had enrolled in a university-wide language program that provides six classes a week (six credits) until 2015 academic year.

<Language> (Students enrolled in and after 2014)

The number in brackets indicates the number of credits

Standard Year for Registration	Compulsory Courses	Compulsory Elective Courses	Elective Courses
1 st year	Japanese I (4) Japanese II (4)		
2 nd year	Japanese III (4) Japanese IV (4) Japanese IV(LS)(2) Japanese IV (RW)(2) <small>*LS: Listening/Speaking</small> <small>*RW: Reading/Writing</small>		
3 rd year		Japanese V (LS)(2) Japanese VI (LS)(2) Japanese V (RW)(2) Japanese VI (RW)(2)	日本語総合演習 (1)
4 th year			Japanese VII (Presentation)(2) Japanese VIII (Presentation)(2)
Requirement	16	2	

Students must complete 18 credits in Japanese as follows:

Japanese I (4 credits) in their 1st-year spring
Japanese II (4 credits) in their 1st-year fall

Japanese III (4 credits) in their 2nd-year spring
Japanese IV (4 credits) in their 2nd-year fall

Additional two credits in their 3rd-year from one of the following 2-credited courses:
Japanese V (LS), Japanese V (RW)
Japanese VI(LS), Japanese VI (RW)

*Above is not applied to students who proceed with the procedure for credit grant.
Registration advice will be given for such students by school.

In addition to the above 18 credits, English-based International Students are required to take Academic Writing A and B (one credit each):

Academic Writing A1 (1st-year spring) and Academic Writing A2 (1st-year fall) or
Academic Writing B1 (1st-year spring) and Academic Writing B2 (1st-year fall).

Students who fail in A1 in the spring semester of their 1st year must take A2 in the fall semester of their 1st year, and repeat A1 in the spring semester of their 2nd year to complete the course. The same applies for students who fail in B1. Students who fail in A2 in the fall semester of their 1st year must repeat the class in the fall semester of their 2nd year. The same applies for students who fail in B2.

<Notes on registration>

- (1) Students must take designated classes for Language.
- (2) "Prerequisites" are required for Language courses. The prerequisites are the courses from which the credits must have been earned to register for certain courses. More details are on p. 32-33.
- (3) For students enrolled in 2014, credits from 日本語総合演習, Japanese V (RW), VI (LS), VI (RW), VII and VIII count towards the "12-credit requirement" (more details in 2-6 on p. 9).
- (4) For students enrolled in and after 2015, credits from Japanese V (LS), V (RW), VI (LS), and VI (RW) other than the two compulsory credits from one of these courses, and Japanese VII, VIII and 日本語総合演習 count towards the "12-credit requirement"

2-3 International Studies Foundation Courses

These introductory and basic courses are designed to help students understanding the academic fields in the three disciplines offered at the SIS: Cultures/Languages, Societies/Politics, and Economics/Management. **Students must earn 14 credits from Introductory Courses and Basic Courses, and 4 credits from Practical Orientation to meet the required graduation credits.** (Details in pp. 1, 4, and 5)

(1) Introductory Courses and Basic Courses

These introductory and basic courses are designed to help students to gain knowledge of global issues and international affairs, and understand the framework of international studies. They introduce students to a broad perspective on North America and Asia, and also help them to understand the basic theories and methodologies in various academic fields as a foundation for the advanced courses.

<Introductory Courses and Basic Courses> (Students enrolled in and after 2014) The number in brackets indicates the number of credits.

Standard Year for Registration	Introductory Courses	Basic Courses		
	Compulsory Elective Courses	Compulsory Elective Courses		
1 st year	国際地域理解入門 A(2)	比較文化論基礎(2)	文化人類学基礎(2)	英米文学概論(2)
	国際地域理解入門 B(2)	社会言語学基礎(2)	言語構造と意味表現基礎(2)	哲学・思想基礎(2)
	ライフデザイン入門(2)	異文化理解(2)	日本国憲法(2)	国際関係論基礎(2)
		現代国際関係史基礎(2)	政治学基礎(2)	社会システム論基礎(2)
		国際法基礎(2)	日本社会論基礎(2)	国際社会論基礎(2)
		国際政治経済論(2)	人文地理学基礎(2)	法の世界への誘いⅤ(2)
		数量分析基礎(2)	経済学基礎(2)	経営学基礎(2)
		簿記基礎(2)	会計学基礎(2)	英文会計基礎(2)
		日本経済基礎(2)	企業倫理(2)	コンピュータ演習(2)
		クリティカルシンキング(2)	EUの社会経済と産業(2)	ビジネス・リーダーシップ・コーチングⅠ(2)
		ビジネス・リーダーシップ・コーチングⅡ(2)	会計プロフェッション入門(2)	国際学・社会科学のための数学入門 A(2)
		国際学・社会科学のための数学入門 B(2)	統計分析論(2)	
		Introduction to Applied Linguistics (2)		Language and Culture in Japan A(2)
		Language and Culture in Japan B(2)		Japanese Linguistics (2)
		Japanese Politics and Diplomacy (2)		Introduction to International Relations (2)
		Introduction to Political Science (2)		Introduction to International History (2)
		Introduction to International Law (2)		International Security (2)
		Introduction to Quantitative Analysis (2)		Data Analysis for Social Science(2)
		Special Topics in International Studies A(2)		Special Topics in International Studies B(2)
		Special Topics in International Studies C(2)		Introduction to Economics (2)
		Japanese Economy (2)		Business Ethics (2)
	Introduction to Financial Accounting (2)		Basic Management(2)	
	Computer Practice (2)		Introduction to ASEAN: Society, Economy, and Politics A(2)	
	Introduction to ASEAN: Society, Economy, and Politics A(Short-term Version) (1)		Introduction to ASEAN: Society, Economy, and Politics B(2)	
	Introduction to ASEAN: Society, Economy, and Politics B(Short-term Version) (1)		EU フィールド・スタディー(2)	
	Introduction to Business in Asia: Innovation, Leadership, and Strategy (3)			
Requirement	14			

<Notes on registration>

Courses indicated in English are taught in English.

(2) Practical Orientation

The primary objective of Practical Orientation is for students to gain and develop the skills necessary for more advanced study and research at the university through seminar-style small-group classes. It is also designed to help students to identify their own areas of interest and define specific goals for the study at the SIS.

<Practical Orientation>

The number in brackets indicates the number of credits.

Standard Year for Registration	Compulsory Elective Courses	
1 st year	Basic Seminar A(2) 基礎演習 A(2)	Basic Seminar B(2) 基礎演習 B(2)
Requirement	4	

<Notes on registration>

- (1) Students must take designated classes for Practical Orientation.
- (2) The four credits required for graduation must be earned in the combination of Basic Seminar A and B, or 基礎演習 A and B.
- (3) Basic Seminar A and B are taught in English.
- (4) In Practical Orientation courses, credits are not awarded to students who are absent from one-third or more of the classes.

2-4 Advanced Courses in International Studies

These advanced courses aim for students to deepen and expand their knowledge gained from the International Studies Foundation Courses. Students select courses offered in the three disciplines: Cultures/Languages, Societies/Politics, and Economics/Management. Through the learning from these courses, students seek to identify their potential future directions before selecting their focus area of study from the North American Studies Course and Asian Studies Course.

(1) Global Core Courses

The Core Courses offer more advanced courses that are common to both North American Studies and Asian Studies Courses in the three disciplines.

<Global Core Courses> (Students enrolled in and after 2014)

The number in brackets indicates the number of credits.

Std Year for Registration	Cultures/Languages	Societies/Politics	Economics/Management	
First year	Japanese Poetry (2) Japanese Phonetics and Phonology (2) Politeness in Japanese and English (2) Sentence and Meaning in Japanese (2) Japanese Art A (2) Japanese Art B (2) Traditional Japanese Theatre (2) Japanese Cinema (2) Japanese Cinema A (2) The Geography of Japan A (2) The Geography of Japan B (2) Japanese Psychology A (2) Japanese Psychology B (2) Japanese History A (2) Japanese History B (2) Religious and Traditional Rites (2) Special Topics in Japanese Studies A (2) Special Topics in Japanese Studies B (2) Shintoism (2) Japanese Pop Culture (2) Japanese Pop Culture A (2) Japanese Pop Culture B (2)	教育開発実習(2) Japanese Society (2) Minorities in Japanese Society (2) Social Welfare in Japan (2) Special Topics in Japanese Society (2) Government and Politics in Japan (2) Government and Politics in Japan A (2) Government and Politics in Japan B (2) Japanese Legal System (2) Japan's Foreign Relations (2) Political Economy of Japan (2) The United States and East Asia (2) Politics and Society (3)	Japanese Business A (2) Japanese Business B (2) Management A (2) Management B (2) Bookkeeping (2) Introductory Japanese Finance (2) Marketing in Japan (2) Innovation and Intrapreneurship (2) Japanese Economy and Business (3)	
Second year	ジェンダー・宗教から見る世界 (2) キリスト教と文化 (2) グローバリゼンと文化 (2) 表象文化論 (2) 文化越境論 (2) 多文化共生論 (2) グローバリゼンと言語 (2) パリナリズム (2) 異文化間コミュニケーション論 (2) ヨーロッパの宗教と文化 (2) 文化社会学 (2) 第二言語習得論 (2) Japanese Religion (2) Contemporary Multicultural Societies (2) Religion and Culture in Europe (2) Media&Culture (2)	ヨーロッパの国際関係史 (2) 比較法 (2) 観光と地域 (2) 外交政策論 (2) 現代国際関係論 (2) グローバルガバナンス論 (2) 国際ガバナンス事情 (2) 国際紛争論 (2) 国際社会貢献課題研究 (4) 国連ユースボランティア課題研究 (4) Global Governance (2) International Relations in Europe (2) International Relations of Japan (2) Theories and Debates in the Studies of Int'l Relations (2) Japan's Emigration Policy and Japanese Immigration (2) International Conflicts (2) Foreign Policy Analysis (2) Environmental Governance in the European Union (2) Topics in International Politics A (2) Topics in International Politics B (2)	現代の法と社会 (2) 国際ジャーナリズム論 (2) 比較対外関係論 (2) 現代国際法 (2) 国際制度論 (2) 日本の政治と外交 (2) EU 地域統合論 (2)	国際企業経営論 (2) マクロ経済学 (2) 経営学 A (2) 経営学 B (2) 財務報告および企業分析 (2) 国際市場戦略論 (2) 国際移民論 (2) 環境経済学 (2) 経営人類学 A (2) 経営人類学 B (2) ヨーロッパの経済と企業 (2) ヨーロッパ産業論 (2) グローバリゼンと企業 (2) 組織行動論 (2) 組織行動論 B (2) 国際ビジネスコミュニケーション A (2) 国際ビジネスコミュニケーション B (2) EU 地域開発 (2) 現代の総合商社 (2) 開発経済学 (2) アントレプレナーシップ入門 (2) 小売流通マーケティング論 (2) ベンチャービジネス創成 (2) EU の自動車産業 (2) International Accounting (2) Financial Reporting and Analysis (2) Advanced Topics in Accounting (2) Introduction to European Economic History (2) Economics and Business Management in Europe (2) Regional Policy in the EU (2) Industrial Policy in the EU (2) Corporate Governance and Industrial Relations in International Perspective (2) Development Economics (2) Innovation and Entrepreneurship (2) Microeconomics (2) Macroeconomics (2) Economic History of the European Union (2)
Requirement	18			

<Notes on registration >

Courses indicated in English are taught in English.

(2) North American Studies and Asian Studies

In North American Studies and Asian Studies, students select courses focusing on a region. It is recommended that they select courses from more than one discipline in the 2nd year, and study towards their goals and objectives in the 3rd and 4th years.

*****Course Selection*****

At the beginning of the spring semester in the 3rd year, students select either the North American Studies Course or Asian Studies Course as their focus area of study. Total 20 credits from North American Studies and Asian Studies must be earned to meet the graduation credits.

<North American and Asian Studies> (Students enrolled in and after 2014) The number in brackets indicates the number of credits.

Std. Year for Registration	Cultures/Languages	Societies/Politics	Economics/Management
North American Studies			
Second year	北米文化論(2) 日米比較文化論(2) 映像・演劇文化論(2) 北米言語文化論(2) 日米言語文化比較論(2) 日米交流史(2) 北米の女性とジェンダー(2) The Media Culture in North America(2) Cultures in the USA(2)	アメリカ社会論(2) カナダ社会論(2) アメリカ現代史(2) カナダ現代史(2) 北米地域論(2) アメリカの政治(2) アメリカの外交(2) 現代日米関係論(2) American Society(2) US Foreign Policy(2) US-Japan Relations(2) Canadian Foreign Policy(2)	北米経済論(2) 北米企業経営(2) 北米企業分析(2) アメリカ産業技術論(2) アメリカ高等教育産業論(2) アメリカ経済史(2) カナダ経済史(2) US Economy(2) US Innovation System(2) Management in North America(2) Human Resource Management in the USA(2) Marketing in the USA(2) International Management(2) International Finance and Asia-Pacific(2) International Trade and Asia-Pacific(2)
Asian Studies			
First year	Traditional Japanese Arts(2) Japanese Outlaws(2) Introduction to Japanese Literature(2) Introduction to Japanese Culture(2) Changing Images of Women(2) Contemporary Korean Studies B(2) The Chinese in Modern Japan(2) Chinese Culture and History(2) Japan-China Relations(2) Japanese Culture(2)	Prewar Japanese Diplomatic History(2) Prewar Japanese Political History(2) Postwar Japanese Political History(2) Postwar Japanese Diplomatic History(2) Australian Politics(2) Contemporary Korean Studies A(2) Globalization and East Asian Development(2) Contemporary Security Issues in East Asia(2) East Asian Studies Seminar: Directed Research(2) Japan in a Globalizing World(2) International Relations of East Asia(3)	East Asian Finance(2) Business-Government Relations in East Asia(2) Special Topics in Chinese Studies(2)
Second year	中国思想文化論(2) アジアメディア文化論(2) アジア言語文化論 A(2) アジア言語文化論 B(2) 日韓言語文化比較論(2) 対人関係とアジア言語表現比較論(2) コミュニケーションの中の文法(2) アジアの女性とジェンダー(2) 言語習得と日本語教育(2) 日本語学と日本語教育(2) Religion and Society in the Contemporary World(2) Contemporary Japanese Society and Culture(2) Sociology of Cultures in Transition(2) Contemporary Chinese Society and Culture(2) Introduction to Documentary Film Studies(2) Introduction to Contrastive Linguistics(2)	アジア社会論(2) 朝鮮半島論(2) アジアの国際関係(2) アジアの法(2) 中国現代史(2) 韓国の政治と外交(2) 中国の政治と外交(2) ASEAN の政治と外交(2) オセアニアの政治と外交(2) International Relations in ASEAN(2) Asia-Pacific Relations(2) International Relations of Australia(2)	国際金融とアジア太平洋(2) 国際貿易とアジア太平洋(2) 中国経済論(2) 韓国経済論(2) 中国企業経営(2) アジア会計論(2) Chinese Economy(2) Management in Japan(2) Japanese Financial Practices(2) Japanese Corporate Governance(2) Japanese and Asian Economies A(2) Japanese and Asian Economies B(2)
Requirement	20		

(3) Advanced Research Seminars

These are small-group seminars instructed by SIS faculty on the topics in their fields of expertise. They are designed to help students develop the skills to identify and solve various issues. In the 3rd year, students take Research Seminar I (or 研究演習 I), and start to research their subject of interest to improve their expertise, with the instruction from their seminar instructors. In the 4th year, students take Research Seminar II (or 研究演習 II) and Graduation Thesis (or 卒業論文), and organize their research outcomes in a paper. In the process of completing the academic paper, which is the goal of these courses, students learn the methods of research, analysis and thesis preparation.

<Advanced Research Seminars>

The number in brackets indicates the number of credits.

Std. Year for Registration	Compulsory Elective Courses	
Third year	Research Seminar I (4)	研究演習 I (4)
Fourth year	Research Seminar II (4) Graduation Thesis (4)	研究演習 II (4) 卒業論文 (4)
Requirement	12	

<Notes on registration>

- (1) The 12 credits required for graduation must be earned in the combination of Research Seminar I, Research Seminar II and Graduation Thesis; or 研究演習 I, 研究演習 II and 卒業論文.
- (2) In principle, Research Seminar I, Research Seminar II and Graduation Thesis are offered for English-based International Students only.
- (3) No class is given for Graduation Thesis and 卒業論文. A pass/fail evaluation will be given based on the submitted paper during the course. Instructions for preparing a thesis are given in Research Seminar II and 研究演習 II.

2-5 Field Related Courses

The Field Related Courses are offered to further enhance the discipline of Cultures/Languages. The credits from these courses are essential for students to obtain a Japanese teaching certification for junior high and high school. These courses are conducted in Japanese only, and the credits will count towards the “**20-credit requirement**” (more details in 2-6 on p. 9).

<Field Related Courses>

The number in brackets indicates the number of credits.

Std. Year for Registration	Elective Courses		
First year	英語学概論 (2)	英語音声学 (2)	
Second year	統語論 (2) 音韻論・形態論 (2) イギリス文学史 B (2)	意味論・語用論 (2) 英米文学研究法 (2) アメリカ文学史 A (2)	英語史 (2) イギリス文学史 A (2) アメリカ文学史 B (2)
Third year	実践英語学特殊講義 (2)	イギリス文学特殊講義 (2)	アメリカ文学特殊講義 (2)
Requirement	—		

2-6 Other Graduation Credit Requirements

In addition to the credits mentioned in 2-1 to 2-5, the following credits are required for graduation.

(1) “12-credit requirement”

Students must earn 12 additional credits from Language, International Studies Foundation Courses, and International Studies Advanced Courses.

<Example>

A student with 22 credits from Language, and 20 credits from International Studies Foundation Courses:

- The total graduation requirement for Language is 20, and therefore the student has 2 additional credits.
 - The total graduation requirement for International Studies Foundation Courses is 18, and therefore the student has 2 additional credits.
- These 4 additional credits will count towards the 12-credit requirement.

(2) “20-credit requirement”

Students must earn 20 more credits in addition to the 12 credits above. These 20 credits must be earned from Christian Studies, Language, International Studies Foundation Courses, and International Studies Advanced Courses, Field Related Courses and Optional Courses.

3. Changes Effective 2020 (Students enrolled in and after 2014)

Course changes (title change, and removal and addition of courses) take effect in 2020. If you have already completed courses listed in “Courses offered until 2019”, you are not allowed to take the corresponding courses listed in “New courses from 2020”, as they are considered to be the same course.

International Studies Foundation Courses < Basic Courses >

New courses from 2020	Courses offered until 2019
異文化理解	-
法の世界への誘い	-
国際学・社会科学のための数学入門A	-
国際学・社会科学のための数学入門B	-
統計分析論	-

International Studies Advanced Courses < Global Core Courses >

New courses from 2020	Courses offered until 2019
Japanese Pop Culture A	-
Japanese Pop Culture B	-
EUの自動車産業	-
Economic History of the European Union	-

4. Changes Effective 2019 (Students enrolled in and after 2014)

Course changes (title change, and removal and addition of courses) take effect in 2019. If you have already completed courses listed in “Courses offered until 2018”, you are not allowed to take the corresponding courses listed in “New courses from 2019”, as they are considered to be the same course.

Language <Study Abroad Courses>

New courses from 2019	Courses offered until 2018
(No longer offered)	個別留学先ごとに設定されていた留学科目
英語短期留学科目(1科目各1~5単位)	-
中国語短期留学科目(1科目各1~5単位)	-
朝鮮語短期留学科目(1科目各1~5単位)	-
英語中期留学科目(1科目各8~16単位)	-
中国語中期留学科目(1科目各8~16単位)	-
朝鮮語中期留学科目(1科目各8~16単位)	-
(No longer offered)	短期留学生特別科目(English)-
(No longer offered)	短期留学生特別科目(Chinese)-

International Studies Foundation Courses <Basic Courses>

New courses from 2019	Courses offered until 2018
会計プロフェッション入門	-

International Studies Advanced Courses <Global Core Courses>

New courses from 2019	Courses offered until 2018
Media & Culture	-
小売流通マーケティング論	-
ブランド論	-
ベンチャービジネス創成	-
関西の文化・政策・経済	-

5. Changes Effective 2018(Students enrolled in and after 2014)

Course changes (title change, and removal and addition of courses) take effect in 2018. If you have already completed courses listed in “Courses offered until 2017”, you are not allowed to take the corresponding courses listed in “New courses from 2018”, as they are considered to be the same course.

Language <Study Abroad Courses >

New courses from 2018	Courses offered until 2017
英語短期留学 U of C	-
英語短期留学 VIC	-
英語短期留学 ADE	-
英語短期留学 QLD	-
英語短期留学 UNY	-

International Studies Foundation Courses <Basic Courses >

New courses from 2018	Courses offered until 2017
EU の社会経済と産業	-

International Studies Advanced Courses <Global Core Courses >

New courses from 2018	Courses offered until 2017
教育開発実習	-
Politics and Society	-
国際ビジネス総論	-
Japanese Economy and Business	-

International Studies Advanced Courses <Asian Studies >

New courses from 2018	Courses offered until 2017
(No longer offered)	アジアメディア文化論
Japanese Culture	-
International Relations of East Asia	-

Following change effects on April 2018,

- Students who earned credits from “コンピュータ演習” are not able to take “コンピュータ基礎”, and vice versa as either one course credits had being earned before 2017 AY.

6. Changes Effective 2017 (Students enrolled in and after 2014)

Course changes (title change, and removal and addition of courses) take effect in 2017. If you have already completed courses listed in “Courses offered until 2016”, you are not allowed to take the corresponding courses listed in “New courses from 2017”, as they are considered to be the same course.

Language < Study Abroad Courses >

New courses from 2017	Courses offered until 2016
英語短期留学 EDB	-
英語短期留学 DUB	-
英語短期留学 MQR	-
英語短期留学 HKC	-
英語中期留学 QLD	-
英語中期留学 CAM	-
英語中期留学 MLY	-

International Studies Foundation Courses < Basic Courses >

New courses from 2017	Courses offered until 2016
Data Analysis for Social Science	-
Introduction to ASEAN: Society, Economy, and Politics A (Short-term Version)	-
Introduction to ASEAN: Society, Economy, and Politics B (Short-term Version)	-
EU フィールド・スタディー	-
Introduction to Business in Asia: Innovation, Leadership, and Strategy	-

International Studies Advanced Courses < Global Core Courses >

New courses from 2017	Courses offered until 2016
Japanese Cinema A	-
第二言語習得論	-
比較法	-
国際社会貢献課題研究	-
国連ユースボランティア課題研究	-
国際経済学	-

International Studies Advanced Courses < North American Studies >

New courses from 2017	Courses offered until 2016
アメリカ高等教育産業論	-

International Studies Advanced Courses < Asian Studies >

New courses from 2017	Courses offered until 2016
Introduction to Contrastive Linguistics	-

7. Changes Effective 2016 (Students enrolled in and after 2014)

Course changes (title change, and removal and addition of courses) take effect in 2016. If students have already completed courses listed in “Courses offered until 2015”, the corresponding courses listed in “New courses from 2016” are not allowed to take, as they are considered to be the same course. For changes made in 2014 due to the revision of the SIS curriculum, see P.28 and 29.

Language < Study Abroad Courses >

New courses from 2016	Courses offered until 2015
英語短期留学 CAM	-
英語短期留学 NSW (BIP)	-
英語短期留学 CAL (UCR)	-

International Studies Foundation Courses < Basic Courses >

New courses from 2016	Courses offered until 2015
クリティカルシンキング	

International Studies Advanced Courses < Global Core Courses >

New courses from 2016	Courses offered until 2015
国際財務報告基準入門	-
経営人類学 A	経営人類学
経営人類学 B	-
ヨーロッパ産業論	-
グローバルイシュー-A	-
グローバルイシュー-B	-
Advanced Topics in Accounting	-
Introduction to European Economic History	-
Introductory Japanese Finance	-
Marketing in Japan	-
Innovation and Intrapreneurship	-
Topics in International Politics A	-
Topics in International Politics B	-

International Studies Advanced Courses <North American Studies>

New courses from 2016	Courses offered until 2015
(No longer offered)	北米企業経営
US Innovation System	-

International Studies Advanced Courses <Asian Studies>

New courses from 2016	Courses offered until 2015
(No longer offered)	対人関係とアジア言語表現比較論
コミュニケーションの中の文法	-
Japanese and Asian Economics A	-
Japanese and Asian Economics B	-

8. Changes Effective 2015 (Students enrolled in and after 2014)

Course changes (title change, and removal and addition of courses) took effect in 2015. If students have already completed courses listed in “Courses offered until 2014”, the corresponding courses listed in “New courses from 2015” are not allowed to take, as they are considered to be the same course.

Language

New courses from 2015	Courses offered until 2014
Academic Writing A1	Technical Writing A1
Academic Writing B1	Technical Writing B1
Academic Writing A2	Technical Writing A2
Academic Writing B2	Technical Writing B2

International Studies Foundation Courses <Basic Courses>

New courses from 2015	Courses offered until 2014
ビジネス・リーダーシップ・コーチングI	-
ビジネス・リーダーシップ・コーチングII	-
Introduction to Quantitative Analysis	-
Special Topics in International Studies A	-
Special Topics in International Studies B	-
Special Topics in International Studies C	-

International Studies Advanced Courses <Global Core Courses>

New courses from 2015	Courses offered until 2014
Government and Politics in Japan A	-
Government and Politics in Japan B	-
Bookkeeping	-
組織行動論 A	組織行動論
組織行動論 B	-
国際ビジネスコミュニケーション A	国際ビジネスコミュニケーション
国際ビジネスコミュニケーション B	-
アントレプレナーシップ入門	-

International Studies Advanced Courses <Asian Studies>

New courses from 2015	Courses offered until 2014
Japan in a Globalizing World	-

9. Courses of Other Schools, University-wide Courses, and MS

9-1 Courses of Other Schools

The credits earned from the courses of other schools count towards the “Optional Courses” field. There are courses that are marked with † in the timetable and syllabus of each school. It indicates that these courses are available only for the students of that particular school.

9-2 University-wide Courses

University-wide courses are the courses provided by offices and centers within the university other than schools, and are open to students of any school. The credits earned from these courses count towards the “Optional Courses” field.

(The students who enrolled after 2018)

The credits on 教職等資格関連科目 are not counted as credits for graduation requirements.

(The students who enrolled from 2012-2017)

The credits earned from following courses are not counted as credits for graduation requirements; キャリアゼミ A・B・C, キャリアゼミアドバンス, 霞が関セミナー, 認定インターンシップ A・B, 海外インターンシップ(ライフデザイン科目), and 教職等資格関連科目 (Courses for teacher’s license or other license). Please refer to “V University-wide Courses” for their details. (p. 55 to 68)

9-3 Credits from MS (Multidisciplinary Studies)

The credits earned from the MS program count towards the “Optional Courses” field.

II

Curriculum of the School of International Studies (Students enrolled in and before 2013)

The curriculum specifies the courses of the School of International Studies (SIS) and the requirements for registration and graduation. The curriculum is based on the University Regulations and Bylaws of the School of International Studies; moreover, in principle, the rules and regulations in effect for the year of enrollment apply to students until their graduation. A full understanding of the curriculum is essential for the planning of course registration. Depends on which year students enrolled in, graduation requirements may differ. Please read through Study Information carefully as possible. If you have questions, please visit SIS Office.

1. Graduation Credit Requirement (Students enrolled in and before 2013)

Below is the graduation credit requirement at the SIS. The number of credits in the table is the minimum number of credits required for graduation. More credits may be required for obtaining certificates and qualifications, and for other purposes.

Field		Graduation Requirement		Notes
Christian Studies		4		
Language	Japanese (Elementary)	16	20	
	Japanese (Intermediate)	4		
	Japanese (Advanced)			
International Studies Foundation Courses (Introductory Courses)		14	18	
International Studies Foundation Courses (Basic Courses)				
International Studies Foundation Courses (Practical Orientation)				
International Studies Advanced Courses	Core Courses	18		
	North American Studies	20		
	Asian Studies			
	Advanced Research Seminars	12		
From: - Languages - International Studies Foundation Courses - International Studies Advanced Courses		12		Additional credits beyond the required credits mentioned above
Field Related Courses		20		- Additional credits beyond the required credits mentioned above from Christian Studies, Language, Int'l Studies Foundation Courses, and Int'l Studies Advanced Courses - University-wide courses - Courses of other schools
Optional Courses				
Total		124		

2. Course Structures (Students enrolled in and before 2013)

2-1 Christian Studies

To help students develop a rich personality and gain a broad perspective supported by our education based on Christian principles as well as by the school motto “Mastery for Service”, the SIS provides four compulsory elective courses: Christianity A, Christianity B, キリスト教学 A, and キリスト教学 B (two credits each).

<Christian Studies> The number in brackets indicates the number of credits.

Standard Year for Registration	Compulsory Elective Courses	
1 st year	Christianity A(2) キリスト教学 A(2)	Christianity B(2) キリスト教学 B(2)
Requirement	4	

<Notes on registration>

- (1) 1st-year students must take designated classes for Christian Studies.
- (2) The four credits required for graduation must be earned in the combination of Christianity A and B, or キリスト教学 A and B.
- (3) Christianity A and B are taught in English.

The “**standard year for registration**” indicates the academic year from which students can register for each course. If the standard year for registration is the 1st year, all students from the 1st to 4th years can register for the course. If the standard year for registration is the 3rd year, students in the 3rd and 4th years only can register for the course.

2-2 Languages

The Japanese language course is mandatory for all international students. SIS provides the following courses to help students to develop practical communication skills and reading/writing skills in Japanese.

<Japanese (Elementary): Japanese I, II, III & IV>

For these compulsory courses, each class meets four times a week (90 minutes per class), and 16 credits are required for graduation.

<Japanese (Intermediate): Japanese V & VI>

For these compulsory elective courses, each class meets twice a week, and 4 credits are required for graduation.

<Japanese (Advanced): Japanese VII & VIII>

Each class meets twice a week. These courses are elective.

Students who were admitted in and before 2013 had enrolled in a university-wide language program that provides six classes a week (six credits) until 2015 academic year.

<Language> (Students enrolled in and before 2013)

The number in brackets indicates the number of credits.

Standard Year for Registration	Compulsory Courses	Compulsory Elective Courses	Elective Courses
1 st year	Japanese I (4) Japanese II (4)		
2 nd year	Japanese III (4) Japanese IV (4) Japanese IV (LS)(2) Japanese IV (RW)(2) *LS: Listening/Speaking *RW: Reading/Writing		
3 rd year		Japanese V (LS)(2) Japanese VI (LS)(2) Japanese V (RW)(2) Japanese VI (RW)(2)	日本語総合演習 (1)
4 th year			Japanese VII (Presentation)(2) Japanese VIII (Presentation)(2)
Requirement	16	4	

The graduation requirement for Japanese V & VI is 4 credited courses. This requirement can be met by taking courses in one of the following three combinations:

1. V (LS) and VI (LS)
2. V (RW) and VI (RW)
3. V (LS) and V (RW)

However, the credits from both VI (LS) and VI (RW) must have been earned to register for VII. It is recommended that students earn credits from all four courses of V and VI (8 credits in total).

<Notes on registration>

- (1) Students must take designated classes for Language.
- (2) "Prerequisites" are required for Language courses. The prerequisites are the courses from which the credits must have been earned to register for certain courses. More details are on p.34
- (3) Credits from 日本語総合演習, Japanese VII and VIII will count towards the "12-credit requirement" (more details in 2-6 on p.23).

2-3 International Studies Foundation Courses

These introductory and basic courses are designed to help students to understand the academic fields in the three disciplines offered at the SIS: Cultures/Languages, Societies/Politics, and Economics/Management. **Students must earn 14 credits from Introductory Courses and Basic Courses, and four credits from Practical Orientation to meet the required graduation credits.** (pp.1, 4, and 5)

(1) Introductory Courses and Basic Courses

These introductory and basic courses are designed to help students to gain knowledge of global issues and international affairs, and understand the framework of international studies. They introduce students to a broad perspective on North America and Asia, and also help them to understand the basic theories and methodologies in various academic fields as a foundation for the advanced courses.

<Introductory and Basic Courses> (For students enrolled in and before 2013)

Standard Year for Registration	Introductory Courses	Basic Courses		
	Compulsory Elective Courses	Compulsory Elective Courses		
1 st year	国際地域理解入門 A(2)	比較文化論基礎(2)	文化人類学基礎(2)	英米文学概論(2)
	国際地域理解入門 B(2)	社会言語学基礎(2)	言語構造と意味表現基礎(2)	哲学・思想基礎(2)
	国際学入門(2)	異文化理解(2)	国際関係論基礎(2)	現代国際関係史基礎(2)
	ライフ・デザイン入門(2)	政治学基礎(2)	社会システム論基礎(2)	法学基礎(2)
		国際法基礎(2)	日本社会論基礎(2)	国際社会論基礎(2)
		国際紛争論(2)	人文地理学基礎(2)	法の世界への誘い(2)
		数量分析基礎(2)	経済学基礎(2)	経営学基礎(2)
		簿記基礎(2)	会計学基礎(2)	英文会計基礎(2)
		日本経済基礎(2)	企業倫理(2)	コンピュータ演習(2)
		クリティカルシンキング(2)	EUの社会経済と産業(2)	ビジネス・リーダーシップ・コーチングI(2)
		ビジネス・リーダーシップ・コーチングII(2)	会計プロフェッション入門(2)	
		国際学・社会科学のための数学入門 A(2)	国際学・社会科学のための数学入門 B(2)	
		統計分析論(2)		
		Introduction to Applied Linguistics(2)	Language and Culture in Japan A(2)	
		Language and Culture in Japan B(2)	Japanese Linguistics(2)	
		Japanese Politics and Diplomacy(2)	Introduction to International Relations(2)	
		Introduction to Political Science(2)	Introduction to International History(2)	
		Prewar International History(2)	International Conflict(2)	
		Introduction to International Law(2)	Introduction to Quantitative Analysis(2)	
	Data Analysis for Social Science(2)	Special Topics in International Studies A(2)		
	Special Topics in International Studies B(2)	Special Topics in International Studies C(2)		
	Introduction to Economics(2)	Introductory Economics(2)		
	Japanese Economy(2)	Business Ethics(2)		
	Introduction to Financial Accounting(2)	Basic Management(2)		
	Computer Practice(2)	Introduction to ASEAN: Society, Economy, and Politics A(2)		
	Introduction to ASEAN: Society, Economy, and Politics A(Short-term Version)(1)			
	Introduction to ASEAN: Society, Economy, and Politics B(2)			
	Introduction to ASEAN: Society, Economy, and Politics B(Short-term Version)(1)			
	EU フィールド・スタディー(2)			
	Introduction to Business in Asia: Innovation, Leadership, and Strategy(3)			
Requirement	14			

<Notes on registration>

Courses indicated in English are taught in English.

(2) Practical Orientation

The primary objective of Practical Orientation is for students to gain and develop the skills necessary for more advanced study and research at the university through seminar-style small-group classes. It is also designed to help students to identify their own areas of interest and define specific goals for the study at the SIS.

<Practical Orientation> The number bracket indicates the number of credits.

Standard Year for Registration	Compulsory Elective Courses	
1 st year	Basic Seminar A(2) 基礎演習 A(2)	Basic Seminar B(2) 基礎演習 B(2)
Requirement	4	

<Notes on registration>

- (1) Students must take designated classes for Practical Orientation.
- (2) The four credits required for graduation must be earned in the combination of Basic Seminar A and B, or 基礎演習 A and B.
- (3) Basic Seminar A and B are taught in English.
- (4) In Practical Orientation courses, credits are not awarded to students who have been absent from one-third or more of the classes.

2-4 Advanced Courses in International Studies

These advanced courses aim for students to deepen and expand their knowledge gained from the International Studies Foundation Courses. Students select courses offered in the three disciplines: Cultures/Languages, Societies/Politics, and Economics/Management. Through the learning from these courses, students seek to identify their potential future directions before selecting their focus area of study from the North American Studies Course and Asian Studies Course.

(1) Global Core Courses

The Global Core Courses offer more advanced courses that are common to both North American Studies and Asian Studies Courses in the three disciplines.

< Global Core Courses > (For students enrolled in and before 2013)

The number in brackets indicates the number of credits.

Std Year for Registration	Cultures/Languages	Societies/Politics	Economics/Management
First year	Modern Japanese Novels in English Translation (2) Japanese Poetry (2) Japanese Phonetics and Phonology (2) Politeness in Japanese and English (2) Sentence and Meaning in Japanese (2) Japanese Art A (2) Japanese Art B (2) Traditional Japanese Theatre (2) Japanese Cinema (2) Japanese Cinema A (2) The Geography of Japan A (2) The Geography of Japan B (2) Japanese Psychology A (2) Japanese Psychology B (2) Japanese Psychology (2) Japanese History A (2) Japanese History B (2) Religious and Traditional Rites (2) Special Topics in Japanese Studies A (2) Special Topics in Japanese Studies B (2) Shintoism (2) Japanese Pop Culture (2) Japanese Pop Culture A (2) Japanese Pop Culture B (2)	教育開発実習(2) Japanese Society (2) Minorities in Japanese Society (2) Social Welfare in Japan (2) Special Topics in Japanese Society (2) Government and Politics in Japan (2) Government and Politics in Japan A (2) Government and Politics in Japan B (2) Japanese Legal System (2) Japan's Foreign Relations (2) Political Economy of Japan (2) The United States and East Asia (2) Politics and Society (3)	Japanese Business A (2) Japanese Business B: Seminar (2) Japanese Business B (2) Management A (2) Management B (2) Bookkeeping (2) Introductory Japanese Finance (2) Marketing in Japan (2) Innovation and Intrapreneurship (2) Japanese Economy and Business (3)
Second year	キリスト教と世界 (2) ジェンダー・宗教から見る世界 (2) キリスト教と文化 (2) グローバル化と文化 (2) 表象文化論 (2) 文化越境論 (2) 多文化共生論 (2) グローバル化と言語 (2) バイリンガリズム (2) 異文化間コミュニケーション論 (2) ヨーロッパの宗教と文化 (2) 文化社会学 (2) 第二言語習得論 (2) 協働で学ぶキャリアデザイン (2) Religions in Japan (2) Japanese Religion (2) Intercultural Understanding (2) Contemporary Multicultural Societies (2) Religion and Culture in Europe (2) Media & Culture (2)	日本国憲法 (2) ヨーロッパの国際関係史 (2) 現代の法と社会 (2) 比較法 (2) 国際ジャーナリズム論 (2) 北米とアジアの地理 (2) 観光と地域 (2) 比較対外関係論 (2) 外交政策論 (2) 現代国際法 (2) 国際政治経済論 (2) 現代国際関係論 (2) 国際制度論 (2) グローバル・ガバナンス論 (2) 日本の政治と外交 (2) 国際ガバナンス事情 (2) EU 地域統合論 (2) 国際社会貢献課題研究 (4) 国連ユースボランティア 課題研究 (4) Global Governance (2) International Relations in Europe (2) International Relations of Japan (2) Theories and Debates in the Studies of Int'l Relations (2) Japan's Emigration Policy and Japanese Immigration (2) International Security (2) Foreign Policy Analysis (2) Environmental Governance in the European Union (2) Topics in International Politics A (2) Topics in International Politics B (2)	国際企業経営論 (2) 統計学 (2) 経済学 A (2) 経済学 B (2) ミクロ経済学 (2) マクロ経済学 (2) 経営学 A (2) 経営学 B (2) 国際会計論 (2) 財務報告および企業分析 (2) 国際財務報告基準入門 (2) 国際市場戦略論 (2) 国際マーケティングミックス政策 (2) 国際移民論 (2) 国際経済学 (2) 環境経済学 (2) 経営人類学 (2) 経営人類学 A (2) 経営人類学 B (2) ヨーロッパの経済と企業 (2) 国際観光論 (2) ヨーロッパ産業論 (2) グローバリゼーション A (2) グローバリゼーション B (2) 経済・経営特別演習 (2) 組織行動論 (2) 組織行動論 A (2) 組織行動論 B (2) 国際ビジネスコミュニケーション (2) 国際ビジネスコミュニケーション A (2) 国際ビジネスコミュニケーション B (2) EU 地域開発 (2) EU 競争政策 (2) 現代の総合商社 (2) 国際経済事情と日本 (2) 開発経済学 (2) 国際開発特論 (2) 国際ビジネス総論 (2) アントレプレナーシップ入門 (2) 小売流通マーケティング論 (2) ベンチャービジネス創成 (2) ブランド論 (2) 関西の文化・政策・経済 (2) EU の自動車産業 (2) International Accounting (2) Financial Reporting and Analysis (2) Advanced Topics in Accounting (2) Introduction to European Economic History (2) Economics and Business Management in Europe (2) Regional Policy in the EU (2) Industrial Policy in the EU (2) Corporate Governance and Industrial Relations in International Perspective (2) Development Economics (2) Innovation and Entrepreneurship (2) Microeconomics (2) Macroeconomics (2) Economic History of the European Union (2)
Requirement	18		

<Notes on registration > Courses indicated in English are taught in English.

(2) North American Studies and Asian Studies

In North American Studies and Asian Studies, students select courses focusing on a region. It is recommended that they select courses from more than one discipline in the 2nd year, and study towards their goals and objectives in the 3rd and 4th years.

*****Course Selection*****

At the beginning of the spring semester in the 3rd year, students select either the North American Studies Course or Asian Studies Course as their focus area of study. Total 20 credits from North American Studies and Asian Studies must be earned to meet the graduation credits.

<North American & Asian Studies> (For students enrolled in and before 2013) The number bracket indicates the number of credits.

Std Year for Registration	Cultures/Languages	Societies/Politics	Economics/Management
North American Studies			
2 nd year	北米文化論(2) 日米比較文化論(2) 映像・演劇文化論(2) 北米言語文化論(2) 日米言語文化比較論(2) 日米交流史(2) 北米の女性とジェンダー(2) The Media Culture in North America(2) Cultures in the USA(2)	アメリカ社会論(2) カナダ社会論(2) アメリカ現代史(2) カナダ現代史(2) 北米地域論(2) アメリカの政治(2) アメリカの外交(2) カナダの政治と外交(2) 現代日米関係論(2) American Society(2) US Foreign Policy(2) US-Japan Relations(2) Canadian Foreign Policy(2)	北米経済論(2) 北米企業経営(2) 北米企業分析(2) アメリカ産業技術論(2) アメリカ高等教育産業論(2) アメリカ経済史(2) カナダ経済史(2) US Economy(2) US Innovation System(2) Management in North America(2) Human Resource Management in the USA(2) Marketing in the USA(2) International Management(2) International Finance and Asia-Pacific(2) International Trade and Asia-Pacific(2)
Asian Studies			
1 st year	Traditional Japanese Arts(2) Japanese Outlaws(2) Introduction to Japanese Literature(2) Introduction to Japanese Culture(2) Changing Images of Women(2) Contemporary Korean Studies B(2) The Chinese in Modern Japan(2) Chinese Culture and History(2) Japan-China Social and Cultural Relationship(2) Japan-China Relations(2) Japanese Culture(2)	Prewar US-Japan Relations(2) Prewar Japanese Political History(2) Postwar Japanese Political History(2) Prewar Japanese Diplomatic History(2) Postwar Japanese Diplomatic History(2) Australian Politics(2) Contemporary Korean Studies A(2) Globalization and East Asian Development(2) Contemporary Security Issues in East Asia(2) East Asian Studies Seminar: Directed Research(2) Japan in a Globalizing World(2) International Relation of East Asia(3)	East Asian Finance(2) Business-Government Relations in East Asia(2) Special Topics in Chinese Studies(2)
2 nd year	中国思想文化論(2) アジアメディア文化論(2) アジア言語文化論 A(2) アジア言語文化論 B(2) 日韓言語文化比較論(2) 対人関係とアジア言語表現比較論(2) コミュニケーションの中の文法(2) アジアの女性とジェンダー(2) 言語習得と日本語教育(2) 日本語学と日本語教育(2) 東アジアの宗教と国家(2) Religion and State in East Asia(2) Cultures in Australia(2) Religions in China(2) Religion and Society in the Contemporary World(2) Contemporary Japanese Society and Culture(2) Sociology of Cultures in Transition(2) Contemporary Chinese Society and Culture(2) Introduction to Documentary Film Studies(2) Introduction to Contrastive Linguistics(2)	アジア社会論(2) 朝鮮半島論(2) アジアの国際関係(2) アジアの法(2) 現代中国史(2) 中国現代史(2) 韓国の政治と外交(2) 中国の政治と外交(2) ASEAN 現代史(2) ASEAN の政治と外交(2) オセアニアの政治と外交(2) International Relations in ASEAN(2) Asia-Pacific Relations(2) International Relations of Australia(2)	アジア経済論 A(2) アジア経済論 B(2) 国際金融とアジア太平洋(2) 国際貿易とアジア太平洋(2) 中国経済論(2) 韓国経済論(2) 中国企業経営(2) アジア会計論(2) East Asian Economics(2) Chinese Economy(2) Management in Japan(2) Japanese Financial Practices(2) Japanese Corporate Governance(2) Japanese and Asian Economics A(2) Japanese and Asian Economics B(2)
Requirement	20		

(3) Advanced Research Seminars

These are small-group seminars instructed by SIS faculty on the topics in their fields of expertise. They are designed to help students develop the skills to identify and solve various issues. In the 3rd year, students take Research Seminar I (or 研究演習 I), and start to research their subject of interest to improve their expertise, with the instruction from their seminar instructors. In the 4th year, students take Research Seminar II (or 研究演習 II) and Graduation Thesis (or 卒業論文), and organize their research outcomes in a paper. In the process of completing the academic paper, which is the goal of these courses, students learn the methods of research, analysis and thesis preparation.

<Advanced Research Seminars> The number in brackets indicates the number of credits.

Std. Year for Registration	Compulsory Elective Courses	
3 rd year	Research Seminar I (4)	研究演習 I (4)
4 th year	Research Seminar II (4) Graduation Thesis (4)	研究演習 II (4) 卒業論文 (4)
Requirement	12	

<Notes on registration>

- (1) The 12 credits required for graduation must be earned in the combination of Research Seminar I, Research Seminar II and Graduation Thesis; or 研究演習 I, 研究演習 II and 卒業論文.
- (2) In principle, Research Seminar I, Research Seminar II and Graduation Thesis are offered for English-based International Students only.
- (3) No class is given for Graduation Thesis and 卒業論文. A pass/fail evaluation will be given based on the submitted paper during the course. Instructions for preparing a thesis are given in Research Seminar II and 研究演習 II.

2-5 Field Related Courses

The Field Related Courses are offered to further enhance the discipline of Cultures/Languages. The credits from these courses are essential for students to obtain a Japanese teaching certification for junior high and high school. These courses are conducted in Japanese only, and the credits will count towards the “**20-credit requirement**” (more details in 2-6 on p. 23).

<Field Related Courses> The number in brackets indicates the number of credits.

Std. Year for Registration	Elective Courses		
1 st year	英語学概論 (2)	英語音声学 (2)	
2 nd year	統語論 (2) 音韻論・形態論 (2) イギリス文学史 B (2)	意味論・語用論 (2) 英米文学研究法 (2) アメリカ文学史 A (2)	英語史 (2) イギリス文学史 A (2) アメリカ文学史 B (2)
3 rd year	実践英語学特殊講義 (2)	イギリス文学特殊講義 (2)	アメリカ文学特殊講義 (2)
Requirement	—		

2-6 Other Graduation Credit Requirements

In addition to the credits mentioned in 2-1 to 2-5, the following credits are required for graduation.

(1) “12-credit requirement”

Students must earn 12 additional credits from Language, International Studies Foundation Courses, and International Studies Advanced Courses.

<Example>

A student with 24 credits from Language, and 20 credits from International Studies Foundation Courses:

- The total graduation requirement for Language is 20, and therefore the student has 2 additional credits.
- The total graduation requirement for International Studies Foundation Courses is 18, and therefore the student has 2 additional credits.

→ These 4 additional credits will count towards the 12-credit requirement.

(2) “20-credit requirement”

Students must earn 20 more credits in addition to the 12 credits above. These 20 credits must be earned from Christian Studies, Language, International Studies Foundation Courses, and International Studies Advanced Courses, Field Related Courses and Optional Courses.

3. Changes Effective 2020 (Students enrolled in and before 2013)

Course changes (title change, and removal and addition of courses) take effect in 2020. If you have already completed courses listed in “Courses offered until 2019”, you are not allowed to take the corresponding courses listed in “New courses from 2020”, as they are considered to be the same course.

International Studies Foundation Courses <Basic Courses>

New courses from 2020	Courses offered until 2019
異文化理解	-
法の世界への誘い	-
国際学・社会科学のための数学入門A	-
国際学・社会科学のための数学入門B	-
統計分析論	-

International Studies Advanced Courses <Global Core Courses>

New courses from 2020	Courses offered until 2019
Japanese Pop Culture A	-
Japanese Pop Culture B	-
EUの自動車産業	-
Economic History of the European Union	-

4. Changes Effective 2019 (Students enrolled in and before 2013)

Course changes (title change, and removal and addition of courses) take effect in 2019. If you have already completed courses listed in “Courses offered until 2018”, you are not allowed to take the corresponding courses listed in “New courses from 2019”, as they are considered to be the same course.

Language <Study Abroad Courses >

New courses from 2019	Courses offered until 2018
(No longer offered)	個別留学先ごとに設定されていた留学科目
英語短期留学科目(1科目各1~5単位)	-
中国語短期留学科目(1科目各1~5単位)	-
朝鮮語短期留学科目(1科目各1~5単位)	-
英語中期留学科目(1科目各8~16単位)	-
中国語中期留学科目(1科目各8~16単位)	-
朝鮮語中期留学科目(1科目各8~16単位)	-
(No longer offered)	短期留学生特別科目(English)-
(No longer offered)	短期留学生特別科目(Chinese)

International Studies Foundation Courses <Basic Courses >

New courses from 2019	Courses offered until 2018
会計プロフェッション入門	-

International Studies Advanced Courses <Global Core Courses >

New courses from 2019	Courses offered until 2018
Media & Culture	-
小売流通マーケティング論	-
ブランド論	-
ベンチャービジネス創成	-
関西の文化・政策・経済	-

5. Changes Effective 2018 (Students enrolled in and before 2013)

Course changes (title change, and removal and addition of courses) take effect in 2018. If you have already completed courses listed in “Courses offered until 2017”, you are not allowed to take the corresponding courses listed in “New courses from 2018”, as they are considered to be the same course.

Language <Study Abroad Courses >

New courses from 2018	Courses offered until 2017
英語短期留学 U of C	-
英語短期留学 VIC	-
英語短期留学 ADE	-
英語短期留学 QLD	-
英語短期留学 UNY	-

International Studies Foundation Courses <Basic Courses >

New courses from 2018	Courses offered until 2017
EU の社会経済と産業	-

International Studies Advanced Courses <Global Core Courses >

New courses from 2018	Courses offered until 2017
教育開発実習	-
Politics and Society	-
国際ビジネス総論	-
Japanese Economy and Business	-

International Studies Advanced Courses <Asian Studies >

New courses from 2018	Courses offered until 2017
(No longer offered)	アジアメディア文化論
Japanese Culture	-
International Relations of East Asia	-

Following change effects on April 2018,

- Students who earned credits from “コンピュータ演習” are not able to take “コンピュータ基礎”, and vice versa as either one course credits had being earned before 2017 AY.

6. Changes Effective 2017 (Students enrolled in and before 2013)

Course changes (title change, and removal and addition of courses) take effect in 2017. If you have already completed courses listed in “Courses offered until 2016”, you are not allowed to take the corresponding courses listed in “New courses from 2017”, as they are considered to be the same course.

Language < Study Abroad Courses >

New courses from 2017	Courses offered until 2016
英語短期留学 EDB	-
英語短期留学 DUB	-
英語短期留学 MQR	-
英語短期留学 HKC	-
英語中期留学 QLD	-
英語中期留学 CAM	-
英語中期留学 MLY	-

International Studies Foundation Courses < Basic Courses >

New courses from 2017	Courses offered until 2016
Data Analysis for Social Science	-
Introduction to ASEAN: Society, Economy, and Politics A (Short-term Version)	-
Introduction to ASEAN: Society, Economy, and Politics B (Short-term Version)	-
EU フィールド・スタディー	-
Introduction to Business in Asia: Innovation, Leadership, and Strategy	-

International Studies Advanced Courses < Global Core Courses >

New courses from 2017	Courses offered until 2016
Japanese Cinema A	-
第二言語習得論	-
比較法	-
国際社会貢献課題研究	-
国連ユースボランティア課題研究	-
国際経済学	-

International Studies Advanced Courses < North American Studies >

New courses from 2017	Courses offered until 2016
アメリカ高等教育産業論	-

International Studies Advanced Courses < Asian Studies >

New courses from 2017	Courses offered until 2016
Introduction to Contrastive Linguistics	-

7. Changes Effective 2016 (Students enrolled in and before 2013)

Course changes (title change, and removal and addition of courses) take effect in 2016. If students have already completed courses listed in “Courses offered until 2015”, the corresponding courses listed in “New courses from 2016” are not allowed to take, as they are considered to be the same course. For changes made in 2014 due to the revision of the SIS curriculum, see P. 28 and 29.

Language < Study Abroad Courses >

New courses from 2016	Courses offered until 2015
英語短期留学 CAM	-
英語短期留学 NSW (BIP)	-
英語短期留学 CAL (UCR)	-

International Studies Foundation Courses < Basic Courses >

New courses from 2016	Courses offered until 2015
クリエイティブシンキング	

International Studies Advanced Courses <Global Core Courses>

New courses from 2016	Courses offered until 2015
国際財務報告基準入門	—
経営人類学 A	経営人類学
経営人類学 B	—
ヨーロッパ産業論	—
グローバルイシューA	—
グローバルイシューB	—
Advanced Topics in Accounting	—
Introduction to European Economic History	—
Introductory Japanese Finance	—
Marketing in Japan	—
Innovation and Intrapreneurship	—
Topics in International Politics A	—
Topics in International Politics B	—

International Studies Advanced Courses <North American Studies>

New courses from 2016	Courses offered until 2015
(No longer offered)	北米企業経営
US Innovation System	—

International Studies Advanced Courses <Asian Studies>

New courses from 2016	Courses offered until 2015
(No longer offered)	対人関係とアジア言語表現比較論
コミュニケーションの中の文法	—
Japanese and Asian Economics A	—
Japanese and Asian Economics B	—

8. Changes Effective 2015 (Students enrolled in and before 2013)

Course changes (title change, and removal and addition of courses) took effect in 2015. If students have already completed courses listed in “Courses offered until 2014”, the corresponding courses listed in “New courses from 2015” are not allowed to take, as they are considered to be the same course.

Language

New courses from 2015	Courses offered until 2014
Academic Writing A1	Technical Writing A1
Academic Writing B1	Technical Writing B1
Academic Writing A2	Technical Writing A2
Academic Writing B2	Technical Writing B2

International Studies Foundation Courses <Basic Courses>

New courses from 2015	Courses offered until 2014
ビジネス・リーダーシップ・コーチング I	—
ビジネス・リーダーシップ・コーチング II	—
Introduction to Quantitative Analysis	—
Special Topics in International Studies A	—
Special Topics in International Studies B	—
Special Topics in International Studies C	—

International Studies Advanced Courses <Global Core Courses>

New courses from 2015	Courses offered until 2014
Government and Politics in Japan A	—
Government and Politics in Japan B	—
Bookkeeping	—
組織行動論 A	組織行動論
組織行動論 B	—
国際ビジネスコミュニケーション A	国際ビジネスコミュニケーション
国際ビジネスコミュニケーション B	—
アントレプレナーシップ入門	—

International Studies Advanced Courses <Asian Studies>

New courses from 2015	Courses offered until 2014
Japan in a Globalizing World	-

9. Curriculum Revision (Information for students enrolled in and before 2013)

The SIS revised its curriculum in April 2014. Some courses are no longer offered, and others are newly introduced. If students have already completed courses listed in “Courses offered until 2013”, the corresponding courses listed in “New courses from 2014” are not allowed to take. For example, if you have completed “Religions in Japan”, you are not allowed to register for “Japanese Religion”, as they are considered to be the same course.

Language

New courses from 2014	Courses offered until 2013
English V (Career English)	English V (LS)
English VI (Career English)	English VI (LS)
English V (Academic English)	English V (RW)
English VI (Academic English)	English VI (RW)
English VII (Seminar)	English VII (Presentation)
English VIII (Seminar)	English VIII (Presentation)
Technical Writing A1	-
Technical Writing B1	-
Technical Writing A2	-
Technical Writing B2	-

International Studies Foundation Courses <Basic Courses>

New courses from 2014	Courses offered until 2013
(No longer offered)	国際学入門
(No longer offered)	法学基礎
人文地理学基礎	-
数量分析基礎	-
英文会計基礎	-
Introduction to International History	Prewar International History
Introduction to Economics	Introductory Economics
Introduction to ASEAN: Society, Economy, and Politics A	-
Introduction to ASEAN: Society, Economy, and Politics B	-

International Studies Advanced Courses <Global Core Courses>

New courses from 2014	Courses offered until 2013
(No longer offered)	Modern Japanese Novels in English Translation
(No longer offered)	Japanese Psychology
ジェンダー・宗教からみる世界	キリスト教と世界
キリスト教と文化	-
(No longer offered)	協働で学ぶキャリアデザイン
文化社会学	Cultures in Australia
Japanese Religion	Religions in Japan
現代の法と社会	-
現代国際関係論	-
(No longer offered)	北米とアジアの地理
観光と地域	-
(No longer offered)	統計学
ミクロ経済学	経済学 A
マクロ経済学	経済学 B
開発経済学*	-
国際開発特論*	-

< To be continued >

Corporate Governance and Industrial Relations in International Perspective	-
Development Economics	-
Innovation and Entrepreneurship	-
Microeconomics	-
Macroeconomics	-
(No longer offered)	Japanese Business B: Seminar

*Those who register for 開発経済学 are not allowed to register for 国際開発特論.

International Studies Advanced Courses <North American Studies >

New courses from 2014	Courses offered until 2013
(No longer offered)	カナダの政治と外交
International Finance and Asia-Pacific	-
International Trade and Asia-Pacific	-

International Studies Advanced Courses <Asian Studies >

New courses from 2014	Courses offered until 2013
(No longer offered)	東アジアの宗教と国家
Religion and Society in the Contemporary World	Religion and State in East Asia
(No longer offered)	Religions in China
Contemporary Japanese Society and Culture	-
Sociology of Cultures in Transition	Intercultural Understanding, Cultures in Australia
Contemporary Chinese Society and Culture	-
Changing Images of Women	-
(No longer offered)	Japan-China Social and Cultural Relationship
アジアの国際関係	ASEAN 現代史
中国現代史	現代中国史
ASEAN の政治と外交	-
Prewar Japanese Diplomatic History	Prewar US-Japan Relations
国際金融とアジア太平洋	アジア経済論 A
国際貿易とアジア太平洋	アジア経済論 B
(No longer offered)	East Asian Economies

10. Courses of Other Schools, University-wide Courses, and MS

10-1 Courses of Other Schools

The credits earned from the courses of other schools count towards the “Optional Courses” field. There are courses that are marked with † in the timetable and syllabus of each school. It indicates that these courses are available only for the students of that particular school.

10-2 University-wide Courses

University-wide courses are the courses provided by offices and centers within the university other than schools, and are open to students of any school. The credits earned from these courses count towards the “Optional Courses” field. However, credits earned from following courses are not counted as credits for graduation requirements; キャリアゼミ A・B・C, キャリアゼミ アドバンスト, 霞が関セミナー, 認定インターンシップ A・B, 海外インターンシップ(ライフデザイン科目), and 教職等資格関連科目 (Courses for teacher’s license or other license). Please refer to “V University-wide Courses” for their details. (P.55 to 68)

10-3 Credits from MS (Multidisciplinary Studies)

The credits earned from the MS program count towards the “Optional Courses” field.

III Course Registration

1. Course Registration Procedure

Course registration is for students to plan their courses according to the curriculum, and register for courses with the school or other offices and centers providing those courses within a specified registration period. Registration for spring-semester and full-year courses must be done in the spring semester, and registration for fall-semester courses must be done in the fall semester. Please refer to the Intro on Registration schedule at School of International Studies and 2020 University-wide Courses Application Schedule in detail.

1. Planning Class Schedule “My Timetable”

At Kyogaku Web Service

- (1) Confirm your pre-registered courses (compulsory courses assigned by the school) on Kyogaku Web Service.
★Log in at <https://webinfo.kwansei.ac.jp/>, select the “English” tab on the front page, and check your timetable on the “Class Schedule” page.
- (2) Refer to the timetable and syllabus to select the courses you wish to register for in the remaining periods. Pay attention to the standard year for registration, prerequisites, registration restrictions, and graduation/qualification requirements.
- (3) If the course you wish to take requires pre-application, confirm the application schedule/procedure.
- (4) Make sure that the total number of credits does not exceed the maximum credit load per semester.

2. Pre-Applying Courses Application

At Kyogaku Web Service

- (1) To apply for pre-applying courses as in 1-(3) (p. 32, 2 and p. 56-57, 2), go to “Course Registration by Lot Selection” page. Ensure that there is no schedule conflict with other courses. If the number of applicants exceeds the class size, students will be selected by lottery.
- (2) On the day of the results announcement, check the selection results on the same page. If students did not get selected, consider registering for another course. At that point, please check whether additional offers are available or not.

3. Register Courses

At Kyogaku Web Service

- (1) Register for SIS courses at Kyogaku Web Service according to your registration plan during the course registration period.
- (2) CIEC courses must be applied at SIS office in person during the designated period of time with its application form.
- (3) Course registration by lot selection also requires students to register the courses when they are selected.

4. Confirmation and Modification for your Courses

At Kyogaku Web Service

- (1) If you find any errors with the registration for SIS courses, please correct at Kyogaku Web Service. You cannot make any changes to compulsory courses, or to the pre-applying courses that you have applied for and been selected to register. In order to confirm your registered courses, print and/or save “Course Registration Confirmation Slip / 履修登録科目確認通知書” by selecting “Display Course Registration Confirmation” in the last page of registration.
- (2) If you find any errors (add/changes/delete) with the registration for CIEC courses, please come to SIS office.

5. Final Confirmation

At Kyogaku Web Service

Confirm that there are no errors with the registration or with the corrections if you have made any.

6. Course Cancellation

At Kyogaku Web Service

If you wish to drop any of the registered courses, you may do so during the “Course Registration Cancellation Period”. There are certain courses that students are not allowed to drop. More details are on p37. This time also print and/or save “Course Registration Confirmation Slip / 履修登録科目確認通知書” by selecting “Display Course Registration Confirmation” in the last page of registration.

2. Pre-applying Courses (Course Registration by Lot Selection)

2-1 Courses offered by School of International Studies

Following courses offered by School of International Studies require the application before the registration period. We will call them “Pre-applying” in below. If applicants reached their maximum number, they will be selected by lot. Please refer to the Registration schedule 2020 on Inrto.

[2020-Spring Semester pre-applying courses: Apply Online]

Course Title	Class	Date/Period	Max.	Schedule	Applying Method
数量分析基礎		Fri/4	30	April 1 (Wed) 8:50 ~ April 3 (Fri) 16:50	The result will be posted on Monday, April 6 th at Kyogaku Web Service https://webinfo.kwansei.ac.jp
コンピュータ演習	1	Mon/2	40		
コンピュータ演習	2	Fri/3	50		
組織行動論 A		Wed/4	45		

[2020 Fall semester pre-applying courses: Apply Online]

Course Title	Class	Date/Period	Max.	Schedule	Applying Method
Data Analysis for Social Science		Thu/3	40	Sept. 10 (Thu) 9:00 ~ Sept. 11 (Fri) 16:50	The result will be posted on Wednesday, September 16 th at Kyogaku Web Service https://webinfo.kwansei.ac.jp
コンピュータ演習	3	Mon/2	40		
コンピュータ演習	4	Fri/3	30		
Computer Practice		Thu/5	30		
組織行動論 B		Wed/4	40		
経済・経営特別演習		Tue/4	50		
グローバルイシューB		Fri/4	30		

[Remarks for Pre-applying Courses]

1. Pre-applying courses are not allowed to drop.
2. You cannot apply to courses that have same time schedule.
3. You cannot apply to the course pre-registered courses.

3. Closed Courses

Please understand that courses in the SIS curriculum are not always offered. Due to absence of instructors (research in abroad), health problems, biennial curriculum schedule and other reasons, some courses will not be offered. Courses that are not on the timetable are not offered in that semester; however, occasionally they will be closed due to the instructor's health problem in the middle of semester. In that case, it will be announced to students after school decided the action.

4. Paired Courses

We call “paired course” for the course which has more than 2 classes in a week. (e.g., Language courses)

Please recognize following things when you take a paired course.

- Please check its date and period in the timetable or at Kyogaku Web Service.
- Classroom will be different in each class.
- For example, Tuesday, period 2 and 3 will be filled by taking “Introduction to International History” in the first half of fall semester.

5. Notes on Registration

5-1 Maximum Credit Load

The maximum number of credits that can be registered for in a semester is specified for each year as below. The number of credits for full-year courses is halved and counts towards the credit load for each semester.

<Students enrolled in and before 2013>

1 st year		2 nd year		3 rd year		4 th year	
Spring	Fall	Spring	Fall	Spring	Fall	Spring	Fall
24 credits	24 credits	24 credits	24 credits	28 credits	28 credits	28 credits	28 credits

<Students enrolled in and after 2014>

1 st year		2 nd year		3 rd year		4 th year	
Spring	Fall	Spring	Fall	Spring	Fall	Spring	Fall
24 credits	24 credits	24 credits	24 credits	24 credits	24 credits	24 credits	24 credits

<NOTICE>

- 1) If you have registered MS, you will be able to register maximum 36 credits on your course for each semester.
- 2) The credits from the following courses do not count towards the above credit load.

<University-wide Courses>

CCC Cross-Cultural Workshop	トルコ交流セミナーA・B
CCC Field Study in Canadian Business	ハンズオン・インターンシップ実習
CCC Global Career Seminar in Canada	マレー文化研究
CCC Global Career Seminar in Japan	ライフ・キャリアリーダーシップ実習
CCC Global Internship in Canada	霞が関セミナー
CCC Global Internship in Japan	海外フィールドワーク
CCC Joint Seminar in Canada	海外社会体験実習 (タイ・マレーシア)
CCC Joint Seminar in Japan	国際教養としての時事問題
PBL特別演習002、003、006、008	国際社会貢献課題研究
インターンシップ準備演習 (オーストラリア)	国際社会貢献実習
インターンシップ実習	国際社会貢献特別課題研究
インドネシア交流セミナーA・B	国際社会貢献特別実習
海外異文化体験セミナー	国連・外交フィールドワーク
海外インターンシップ (アメリカ・ロサンゼルス)	国連セミナー
海外インターンシップ (ベトナム・ハノイ)	国連ユースボランティア特別課題研究
海外学習活動 (ドイツ)	国連ユースボランティア特別実習
海外社会体験実習 (オーストラリア)	社会探究実習 I (瀬戸内海・豊島環境FW)
キャリアゼミA (2017年度以前入学生のみ)	社会探究実習 II (広島・江田島平和FW)
キャリアゼミB・C	西宮市大学共通単位講座 (2013年度以前入学生のみ)
国連ユースボランティア課題研究	平和学特別演習「ヒロシマ」
国連ユースボランティア実習	

<SIS courses>

Introduction to ASEAN: Society, Economy, and Politics A
Introduction to ASEAN: Society, Economy, and Politics A (Short-term Version)
Introduction to ASEAN: Society, Economy, and Politics B
Introduction to ASEAN: Society, Economy, and Politics B (Short-term Version)
Introduction to Business in Asia: Innovation, Leadership, and Strategy
教育開発実習
EUフィールド・スタディー

5.2 Registration Error Report

A lot of students often come to the office and claim “I can’t find the course in my schedule that I registered.” after the registration change period. We DO NOT accept any modification requests after the registration change period. Please process your registration as careful as possible during the course registration and its changing period. Furthermore, even though the registration failed because of school’s side system problems, we do not accept any modification as long as you don’t bring the course registration confirmation slip. Therefore, you must print out the Course Registration Confirmation Slip at the time of completion of registration. Please keep the registration confirmation until your registration is confirmed. If the registration had been processed with mistakes because of system errors, the course registration confirmation will be the proof that you registered courses in the proper way.

5.3 Courses with Designated Classes

Below is a list of SIS courses with designated classes. Students must take these designated classes.

Christianity A, B
Basic Seminar A, B / 基礎演習 A, B
Japanese I – VIII
Academic Writing
Research Seminar I, II / 研究演習 I, II
Graduation Thesis / 卒業論文

5.4 Prerequisites

Prerequisites are the courses from which the credits must have been earned to register for certain courses. The period of enrollment at the university may also be subject to registration requirements. The chart on the following page is a list of prerequisites for SIS courses. The details on the prerequisites for courses provided by other schools, offices and centers can be found in their course information pamphlets.

<April Enrollment>

	Course Title	Prerequisites/Registration Requirements
Compulsory Courses	研究演習 I Research Seminar I	Both of the following conditions must be met: (1) Period of enrollment of two years or longer, excluding any period of leave of absence (2) Credits from the following courses Japanese (Elementary) 8 credits International Studies Foundation Courses (Basic Courses) 2 credits International Studies Foundation Courses (Practical Orientation) 4 credits Courses which count towards graduation credit requirement other than those above 18 credits Total 32 credits
	研究演習 II, 卒業論文 Research Seminar II, Graduation Thesis	研究演習 I Research Seminar I
	Japanese II	Japanese I
	Japanese III	Japanese II
	Japanese IV, IV (LS), IV (RW)	Japanese III
	Japanese V (LS), Japanese V (RW)	Japanese IV
Compulsory Elective Courses	Japanese VI (LS)	Japanese V (LS)
	Japanese VI (RW)	Japanese V (RW)
Elective Courses	Japanese VII	Both Japanese VI (LS) and Japanese VI (RW)
	Japanese VIII	Japanese VII

Other courses that are not in the box above sometimes has A or B in their course title; however, it is not required students to take A before B. Therefore, students can take B before A.

<September Enrollment>

	Course Title	Prerequisites/Registration Requirements
Compulsory Courses	研究演習 I Research Seminar I	Both of the following conditions must be met: (1) Period of enrollment of one and half years or longer, excluding any period of leave of absence (2) Credits from the following courses International Studies Foundation Courses (Basic Courses) 2 credits International Studies Foundation Courses (Practical Orientation) 4 credits Courses which count towards graduation credit requirement other than those above 18 credits Total 24 credits
	研究演習 II, 卒業論文 Research Seminar II, Graduation Thesis	研究演習 I Research Seminar I
	Japanese II	Japanese I
	Japanese III	Japanese II
	Japanese IV	Japanese III
Compulsory Elective Courses	Japanese V (LS), Japanese V (RW)	Japanese IV
	Japanese VI (LS) Japanese VI (RW)	Japanese V (LS) Japanese V (RW)
Elective Courses	Japanese VII	Both Japanese VI (LS) and Japanese VI (RW)
	Japanese VIII	Japanese VII

Other courses that are not in the box above sometimes has A or B in their course title; however, it is not required students to take A before B. Therefore, students can take B before A.

5-5 Course Repeat

Students are not allowed to repeat a course from which the credits have already been earned.

5-6 Registration for Courses Provided by Other Schools

Students can register for courses provided by other schools (with some exceptions). The details of each course can be found in the syllabus, and the **timetable is available at the relevant school office.**

<Notes on registration>

- (1) All credits that are obtained from other school courses count towards the "Optional Courses" field.
- (2) Same course title as SIS has in the other school will not be considered as SIS course.
- (3) The credits from courses that are provided by other schools count towards the maximum credit load per semester.
- (4) Courses offered at different campuses (Nishinomiyu Uegahara, Nishinomiyu Seiwa and Kobe Sanda) cannot be scheduled for two consecutive periods. Students must have one period in between for campus-to-campus travel time.
- (5) Courses provided by other schools are subject to the registration rules and procedures of each school. Course-related instructions are given on the bulletin board in each school.
- (6) Some courses are marked with † in the timetable. Such courses are available only for the students of the school providing those courses. Students enrolled in the MS program may be allowed to take such courses.
- (7) Some courses are provided jointly by multiple schools. Such courses are called "joint courses". Students who wish to register for joint courses must check the timetable of the school in charge of the courses (in the timetables of the schools other than the school in charge, these courses are marked with †).

5-7 Registration for University-wide Courses

The following must be noted when registering for University-wide courses.

<Notes on registration>

- (1) Credits earned from University-wide courses count towards the “Optional Courses” field.
- (2) The credits from these courses count towards the maximum credit load per semester.

5-8 Registration Restrictions

Students are not allowed to register for courses such as below:

- (1) Courses provided by other schools with the same title are considered as same course of SIS.
SIS students must take the courses offered by the SIS.
- (2) Courses provided by other schools with the same course contents as SIS courses
SIS students must take the courses offered by the SIS.
- (3) Courses whose titles have been changed but the contents remain the same
More details are on pp. 9 to 10 (for students enrolled in and after 2014) and pp. 23 to 29 (for students enrolled in and before 2013).

6. Course Repeat

6-1 Languages

Students who have failed in a compulsory or compulsory elective language course must repeat the course in a class designated by the school.

Course	Class Designation	Note
Japanese (Elementary) Japanese (Intermediate) Japanese (Advanced) Technical Writing A, B Academic Writing A, B	Classes are designated by the school. At the beginning of a semester when the course is offered, students can confirm their designated classes on Kyogaku Web Service. For the elective intermediate and advanced courses, a survey will be conducted to confirm whether or not each student wishes to continue with the courses.	Prerequisites apply. (e.g.) Students who failed in Japanese I in the spring semester are not allowed to register for Japanese II in the fall semester. They must repeat Japanese I in the spring semester of the following year.

6-2 Basic Seminars and Advanced Research Seminars

Students who have failed in Basic Seminar A and B/基礎演習 A and B must repeat the course in a class designated by the school. In principle, students who have failed in Advanced Research Seminar I and II / 研究演習 I and II, and Graduation Thesis/卒業論文 must repeat the course in the same class.

6-3 Other Courses

For courses other than Language, Basic Seminar/基礎演習, Research Seminar/研究演習 and Graduation Thesis/卒業論文, the registration procedure for course repeat is the same as the regular registration procedure.

7. Registration Cancellation System

7-1 Registration Cancellation Procedure

In accordance with the purpose of the GPA system (more details on P.73, 6) students may drop their registered courses approximately two months after the start of a semester. There are certain courses that students are not allowed to drop.

Students who wish to drop their registered courses may do so on Kyogaku Web Service within the specified period below:

Course drop: Monday, May 25 – Friday, May 29 (Spring-semester and full-year courses)
Monday, November 16 – Friday, November 20 (Fall-semester courses)

7-2 Notes on Course Drop

- (1) Some courses are not allowed to drop.
Following courses are not allowed to drop.
 - Pre-registered courses (Courses registered by SIS office)
 - Pre-applying courses (Courses registered by lot-selection)
 - Study abroad coursesA list of courses that students are not allowed to drop is available at the SIS office.
- (2) **Once students dropped registered courses, they are not allowed to re-register for those courses in that semester.** Students can apply for those courses after the following semester. (Next academic year for full-year courses)
- (3) Please do not forget to print out “履修登録科目確認通知書” (Course Registration Confirmation Slip) after the cancellation procedures at Kyogaku Web Service. Go through the confirmation slip and check whether the cancellation is done successfully.
- (4) Please follow the rules of each school when students are registered for the other school courses
- (5) Full-year courses cannot be dropped during the course cancellation period in Fall semester.
- (6) CIEC courses cannot be dropped on Kyogaku Web Service. To cancel CIEC courses, please come to SIS office in person with course information.
- (7) If presentation schedule has already been decided, please consult with instructors and obtain their permission before you drop courses.

8. Study Abroad

This chapter will show students course registration procedures for short-term, semester, and long-term (exchange/petition program) study abroad programs. Each program's qualification and details of internship(1 semester), UN volunteer, and double degree program can be found in “国際学部 留学ガイド” and “国際学部 留学の手引き”.

8-1 Course Registration Procedures before/after Study Abroad

I. Participants of Short-Term Abroad Program

There are no special procedures for course registration of the programs.

II. Participants of Semester Study Abroad Program, Internship Program (1 semester), UN Youth Volunteer (Only Japanese citizen), International Social Action Program

Please read thoroughly following details.

1. Course Registration

Participants do not have to proceed with registration for study abroad programs. SIS office will do the course registration. For the course registration of returning semester, please refer to this Study Information 2020. (If students join the one of programs in Fall Semester, check the updated Study Information 2021, which will be distributed in the end of March in 2021.)

Please check the school schedule, and conduct the course registration as well as students who did not attend abroad programs. In principle, students cannot register courses in the returning semester. However, we will admit the registration for following cases. Please be aware that there are some courses require student to meet conditions to be admitted to take.

Courses that have quarter system and Intensive Courses in Spring / Fall Semester

Students can register the second half semester (2nd quarter) and Intensive courses in the semester when they come back as long as they can attend all classes that the course offers.

Students must apply for courses during the registration period by themselves. In principle, course registration is done by students themselves. If there is important information, SIS will announce at Kyogaku Web Service etc. a month before the class starts.

2. Research Seminar Selection

Please refer to “Research Seminar Selection Schedule” at SIS homepage and/or bulletin board, which have been released in February 2020 for its details. Additionally, check “Research Seminar Selection Information Brochure” at SIS homepage, which will be released in the middle of April.

[SIS homepage URL: http://www.kwansei.ac.jp/s_is/]

Students who study abroad during Fall semester cannot apply for Research Seminar by general means since the application period is in Fall semester. Please check the resume, follow instructions of the preliminary orientation, and read “Research Seminar Selection Information Brochure” carefully. Students should make their questions clear at SIS office before leaving.

III. Participants of Long-Term Abroad Program (Exchange Program / Exchange Program [not be offset]^{*(1)} / Petition Program^{*(2)})

1. The Date of Returning

SIS requires students to return to Japan (school) as soon as they finished their program and submit a 帰国届 (returning report) to SIS office in person. Also, there are required procedures to complete the course registration and credit grant.

2. Full-year Course and Intensive Course in the Returning Semester

In principle, students cannot register courses in the returning semester. However, we will admit the registration for following cases as in a) and b). Please be aware that there are some courses require student to meet conditions to be admitted to take.

- a) Full-year Course
Students, who return to Japan during Spring semester in 2020 and can complete the procedure of returning by May 29, 2020, are allowed to take full-year courses.
- b) Courses that have quarter system and Intensive Courses in Spring / Fall Semester
Students can register the second half semester (2nd quarter) and Intensive courses in the semester when they come back as long as they can attend all classes that the course offers.

NOTE: However, students must apply for courses during the registration period by themselves. In principle, course registration is done by students themselves. If there is important information, SIS will announce at Kyogaku Web Service etc. a month before the class starts.

3. Selection of Research Seminar

Please refer to “Research Seminar Selection Schedule” at SIS homepage and/or bulletin board, which have been released in February 2020 for its details. Additionally, check “Research Seminar Selection Information Brochure” at SIS homepage, which will be released in the middle of April. [SIS homepage URL: http://www.kwansei.ac.jp/s_is/]
Students who study abroad during Fall semester cannot apply for Research Seminar by general means since the application period is in Fall. Please check the resume from preliminary orientation and instructions in “Research Seminar Selection Information Brochure” carefully. Students should make their questions clear at SIS office before leaving.

*(1) Exchange Program [not be offset] is one of the exchange program, but students must pay the tuitions for both KGU and the affiliated university in abroad. In other words, different from the Exchange Program, the tuition in the university abroad is not be offset by the tuition of KGU.

*(2) Petition Program is for students who wish to participate in programs offered by other than KGU. The participation must be approved by the CIEC and SIS to study abroad as Petition Program. Please go to the CIEC Office for its details.

8-2 Required Procedures for Credit after Study Abroad Program Finished

I. Short-Term Abroad Program

According to its curriculum, SIS will give certain amount of credits to students based on in which program students participated. Evaluation methods and the date of grade announcement for SIS Short-Term Abroad Program course is as follows.

■ Evaluation Methods:

Final Grade = Score obtained from the program x 90% + Score by School of International Studies x 10%

※The score by School of International Studies is based on the participation and attitude in orientation, also the assignment will be included. The students who are absent from their pre-and post orientation without notification or who have not submitted their report will get zero point

■ Date of Announcement: TBA; SIS will notify students on the documents which will be distributed at the orientation.

II. Semester Abroad Program

SIS will give students certain amount of credits according to SIS curriculum based on which program students participated.

Evaluation methods and the date of grade announcement for SIS Short-Term Abroad Program course is as follows.

■ Evaluation Method:

Final Grade = Score obtained from the program x 90% + Score by School of International Studies x 10%

※The score by School of International Studies is based on the participation and attitude in orientation, also the assignment will be included. The students who are absent from their pre-and post orientation without notification or who have not submitted their report will get zero point

■ Date of Announcement: TBA; SIS will notify to students on the documents which will be distributed at the orientation.

III. Participants of Long-Term Abroad Program
(Exchange Program / Exchange Program [not be offset] / Petition Program)

Please refer to the instructions below as for grade of Long-Term Abroad Program.

1. General Rules for Credit Grant

- a. Credits that are earned from these programs will be recognized as “Foreign University Course” by the submission of application and SIS professors’ screening. This procedure should be done after students returned. (The Foreign University Courses are established in among 7 fields of the curriculum of SIS, and each subject can be granted from 1 to 8 credits.) (Grades from courses that are offered in foreign universities can be recognized as SIS existing course as necessary.)

However, some courses are not recognized as students applied/requested as a result of screening. Additionally, the credit grant will not be admitted in following cases; when the content of course students took in abroad is far from the course in SIS, or the course is not offered as an official course in foreign university and so forth.

- b. If students do not apply for credit grant towards all credits that they earned, please contact SIS office.
c. When school approved the course to grant, the grade will be admitted as raw score in principle. When students received the grade as letter grades, such as A and B, school will give raw score to these letter grades by following the standard that SIS sets.

- d. Please refer to the calculation standard as below.

(1) Course subject accompanying language, practical training and experiments :

KGU (1 credit) = 90 minutes x 15 weeks x 1 class in a week = 1,350 minutes (1 credit: 1,350 minutes)
1,350 minutes of class time in an abroad program would be recognized as one credit in School of International Studies.

(2) Lecture and Seminar courses:

KGU (2 credits) = 90 minutes x 15 weeks x 1 class in a week = 1,350 minutes (1 credit: 675 minutes)
675 minutes of class time in an abroad program would be recognized as one credit in School of International Studies.

2. **Submission of Application Form for Credit Grant**

Documents:

- a. “Application form for Credit Grant” (Printed paper from Excel file provided by SIS)
b. Original “Official Transcript” from the university that students were in
c. All materials that students used in classes, such as syllabi, textbooks, notes, handouts and so forth
*As for “b”, when students cannot get the academic transcript from the university on time, the grade from online can use for the application form. “a” and “c” will be returned after the screening completed.

Place: SIS office

Date of Deadline: Submit all required documents above within one month after students returned

*Academic Transcript, syllabus and so on must be submitted as quickly as possible and certainly. Fill out and submit the application form above, and proceed with the credit grant procedure promptly.

8-3 Course Registration for Research Seminar and the First Foreign Language

I. Considerations for Research Seminar registration for 3rd-year and 4th-year students who study abroad

SIS admits following Research Seminar Registration Schedule for students who participate in a study abroad program and exchange studies at domestic partner universities based on SIS bylaw. Once 3rd or 4th-year students who are admitted to study abroad (except students who have not decided which Research Seminar they belong to), please talk to your Research Seminar instructor in terms of class management; then, submit the “研究演習科目特例履修届/Kenkyu enshu kamoku tokurei risyu todoke*” to SIS office during the designated period. (*Application of Special Consideration for Research Seminar Registration, P.43, 9-2)

Please refer to P.52-54 for the submission of Graduation Thesis.

Option #	Year	3 rd year		4 th year		5 th year
		Spring	Fall	Spring	Fall	Spring
	General Registration Schedule	[Research Seminar I] ⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒		[Research Seminar I/Thesis] ⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒		
1	Return in May of 3 rd -year (Students must submit 帰国届 to the SIS Office in person by the end of May)	[Research Seminar I] ⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒		[Research Seminar II/Thesis] ⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒		
2	Study abroad during 3 rd -year Spring and Fall	Study Abroad ⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒		[Research Seminar I] ⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒ [Research Seminar II/Thesis] ⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒		
3	Study abroad in 3 rd -year Spring	Study Abroad ⇒⇒⇒⇒⇒	[Research Seminar I] 2 times in a week Regular class + Tutorial	[Research Seminar II/Thesis] ⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒		
4	Study abroad in 3 rd -year Fall	[Research Seminar I] 2 times in a week Regular class + Tutorial	Study Abroad ⇒⇒⇒⇒⇒	[Research Seminar II/Thesis] ⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒		
5	Study abroad in 3 rd -year Fall and return in May of 4 th -year (Students must submit 帰国届 to the SIS Office in person by the end of May)	[Research Seminar I] 2 times in a week Regular class + Tutorial	Study Abroad ⇒⇒⇒⇒⇒	[Research Seminar II/Thesis] ⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒		
6	Study abroad in 3 rd -year Fall and return after June of 4 th -year	[Research Seminar I] 2 times in a week Regular class + Tutorial	Study Abroad ⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒		[Research Seminar II] 2 times in a week Regular class + Tutorial: ⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒	
7	Study abroad in 4 th -year Spring and Fall	[Research Seminar I] ⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒		Study Abroad (I) ⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒		
8	Study abroad in 4 th -year Spring	[Research Seminar I] ⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒		Study Abroad ⇒⇒⇒⇒⇒	[Research Seminar II] 2 times in a week Regular class + Tutorial ⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒	
9	Study abroad in 4 th -year Fall	[Research Seminar I] ⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒		[Research Seminar II] 2 times in a week Regular class + Tutorial ⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒	Study Abroad (I) ⇒⇒⇒⇒⇒	
10	Study abroad in 4 th -year Fall and 5 th -year Spring	[Research Seminar I] ⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒		[Research Seminar II] 2 times in a week Regular class + Tutorial ⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒	Study Abroad (I) ⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒⇒ Graduate on Sept.	

- To ensure 30 classes in a year, SIS require students to have the course “2 times in a week”.
 - Students, who register for 研究演習 I , 研究演習 II , and 卒業論文, should consider them as to Research Seminar I , Research Seminar II , and Graduation Thesis respectively.
 - For the students who intend to participate to International Volunteer work during Fall semester of 4th Grade, need to consult with the Research Seminar instructor about the class management. (To cover the absence of Fall semester beforehand in spring semester, or to proceed the class by remote instruction in fall semester from the place you go study abroad) Also, basically the submission of Graduation Thesis should be during fall semester, but submission during spring semester will be accepted for these students.
- (1) Students can graduate in the returning semester only if the credits, which had been earned in abroad, are not counted towards the graduation requirement of School of International Studies.

II. The First Foreign Language Course Registration and Credit for Participants attend over 1 semester program

When students who participate in Long-term study abroad, Internship (1 semester program), United Nations Youth Volunteer, International Social Contribution Activities, Double Degree Study Abroad, Semester Abroad Program etc. after the 3rd-year (or study abroad in a country other than their first foreign language), and if the students are supposed to participate in the study abroad over the one semester, there are some cases that the first foreign language will be required to take after students returned. In that case, the first foreign language will be registered a year later than official registration year.

Each student may proceed with the procedure of course registration for the first foreign language and obtaining necessary credits according to the credit grant standard and application schedule in Long-Term Study Program Credit Grant Standard as in III p.40, and/or “Credit Grant” p.45-48

9. Advanced Research Seminars/研究演習

9-1 Application

Advanced Research Seminars consist of Research Seminar I /研究演習 I (3rd year) and Research Seminar II /研究演習 II (4th year). During their 2nd year, students must attend orientation sessions and submit their application for these seminars. Depending on the selection results, students may not be allowed to register for the seminar class of their first choice. The detailed schedule of the application process will be announced on the SIS bulletin board and website. Please note that once research seminar course assignments have been confirmed, students generally cannot change their affiliation. (for further details, see the notice below.)

Bylaw of the School of International Studies states following prerequisites for Advanced Research Seminar. (p. 8 and p. 22)

<Excerpts from the Bylaws of the School of International Studies (changed to be easy to read)>

(ii) International Students must have earned credits from the following courses to be eligible to register for 研究演習 I /Research Seminar I . The period of enrollment, excluding any period of a leave of absence, must be two years or longer.

Language

First Foreign Language Elementary: 8 credits or more

International Studies Foundation Courses

Basic Courses: 2 credits or more

Practical Orientation: 4 credits or more

Courses other than the above that count towards graduation credit requirement 18 credits or more

Total: 32 credits or more

(iii) International Students who enrolled in September must have earned credits from the following courses to be eligible to register for 研究演習 I /Research Seminar I . The period of enrollment, excluding any period of a leave of absence, must be one and half years or longer.

International Studies Foundation Courses

Basic Courses: 2 credits or more

Practical Orientation: 4 credits or more

Courses other than the above that count towards graduation credit requirement 18 credits or more

Total: 24 credits or more

(iv) Students who complete the above prerequisites at the end of a spring semester are not allowed to register for 研究演習 I /Research Seminar I offered for the same academic year.

(iv) Students must have earned the credits from 研究演習 I to register for 研究演習 II and 卒業論文.

(v) Students must have earned the credits from 研究演習 I /Research Seminar I to register for 研究演習 II /Research Seminar II and Graduation Thesis.

Students should keep these prerequisites in mind in planning their course registration.

To apply for Advanced Research Seminars, students must:

- (1) Check the application procedure/schedule on the SIS bulletin board and website.
- (2) Download the “Research Seminar/研究演習 Application Procedures” brochure, which will be available on the SIS website in the middle of April.
- (3) Read through the brochure and attend the orientation session by the instructor whose seminar class they wish to take.
- (4) Submit the application form within the specified application period.
- (5) Continue this process until their seminar class is determined.

[Important Notice]

- *1. If a student is not able to meet the prerequisites for the research seminar, the selection result will be annulled, and he/she will need to apply for another selection process.
- *2. In principle, once research seminar assignments have been confirmed, the affiliation cannot be changed. Please be careful when choosing which research seminar you desire to belong to. In case of leave of absence, upon returning to their studies, students must continue to attend the research seminar to which they previously belonged. However, if a leave of absence starts and the student’s Research Seminar I Course begin in the same semester, a change of the affiliation may be admitted as an exception. In this specific case, please consult with the School of International Studies Office to request a change.

9-2 Exceptional Registration Case for Research Seminar

Research Seminar/研究演習 is a full-year course. Its schedule, evaluation and credits will be concerned as follows:

Class: Once a week for both Spring and Fall semesters (Class schedule assigned by the school)

Evaluation: To be given at the end of the Fall semester

Number of Credits: Halved, and each counts towards the maximum credit load for each semester

<In the case the sabbatical of instructors and the scheduled for Research Seminar/研究演習>

If Research Seminar/研究演習 instructors are scheduled to take a sabbatical during either the Spring or Fall semester, instructors will provide classes in the semester which they are present at the university. Then, all credits will count towards the credit load of that semester. In other words, the evaluation will be made in the semester that the class was provided.

(The evaluation will be always made as the full-year course in the Fall semester for students who are in 5th year and above.)

Case 1) Instructor is away on sabbatical during the Spring semester.

Class: No class is given during the Spring semester.

Twice-a-week classes are held during the Fall semester. (Class schedule is assigned by the school)

Evaluation: To be made at the end of the Fall semester.

Credits: All four credits count towards the credit load for the Fall semester.

Case 2) Instructor is away on sabbatical during the Fall semester.

Class: No class is given during the Fall semester.

Twice-a-week classes are held during the Spring semester. (Class schedule is assigned by the school)

Evaluation: To be made at the end of the Spring semester.

For students in 5th year and above, the evaluation will be made at the end of the Fall semester.

Credits: All four credits count towards the credit load for the Spring semester.

*Please refer to p.52-54 for details of Graduation Thesis.

<In the case the instructor and student are scheduled to go abroad one after the other >

In case the instructor and student are scheduled to go abroad one after the other (refer to the charts below), the class will be opened in different ways than above. Those students must consult with their Research Seminar/研究演習 instructor and the SIS office promptly.

Case 1) Student is abroad during the Spring, and the instructor is away on sabbatical during the Fall:

	Spring Semester	Fall Semester
Student	< Study in abroad > Student has a class (instruction) once a week remotely.	< Present at KGU > Student has a class (instruction) once a week remotely.
Instructor	< Present at KGU > Instructor provides twice-a-week classes to other students at KGU.	< Oversea Sabbatical > Instructor provides a class (instruction) remotely to the above student.

Case 2) Student is abroad during the Fall, and the instructor is away on sabbatical during the Spring:

	Spring Semester	Fall Semester
Student	< Present at KGU > Student has a class (instruction) once a week remotely.	< Study in abroad > Student has a class (instruction) once a week remotely.
Instructor	< Oversea Sabbatical > Instructor provides a class (instruction) remotely to the above student.	< Present at KGU > Instructor provides twice-a-week classes to other students at KGU.

10. Credit Grant

Students can apply for credit grant as below. They must fill in the designated application at the SIS office. Importantly, students must bring the original certificate to the SIS office. The original certificate will be returned shortly after the office confirmed it.

10-1 Credit Grant Standard and the Granted Courses

1. Credit Grant Standard: Language Courses

Language	Credit Grant Standard	Course Title
Chinese (The First Foreign Language)	中国語検定試験 Grade 3 or HSK Grade 4 Score 180~194	Chinese I・II (8 credits)
	中国語検定試験 Grade 2 or HSK Grade 4 Score 195 and over	Chinese I・II・III・IV (16 credits)
	中国語検定試験 Grade 1 or HSK Grade 5 Score 180~209	Chinese I・II・III・IV・V・VI (24 credits)
	HSK Grade 5, Score 210 and over or HSK Grade 6, Score 180 and over	Chinese I・II・III・IV・V・VI・VII・VIII (28 credits)
Chinese (The Second Foreign Language)	中国語検定試験 Grade Pre-4 or HSK Grade 3 Score 180~240	中国語 I (2 credits)
	中国語検定試験 Grade 4 or HSK Grade 3 Score 241 and over	中国語 I・II (4 credits)
	中国語検定試験 Grade 3 or HSK Grade 4 Score 180 and over	中国語 I・II・III・IV (8 credits)
Korean (The First Foreign Language)	ハングル能力検定 Grade 3 or 韓国語能力試験(TOPIK) Grade 3	Korean I・II (8 credits)
	ハングル能力検定 Grade Pre-2 or 韓国語能力試験(TOPIK) Grade 4	Korean I・II・III・IV (16 credits)
	ハングル能力検定 Grade 2 and higher or 韓国語能力試験(TOPIK) Grade 5 and higher	Korean I・II・III・IV・V・VI (24 credits)
Korean (The Second Foreign Language)	ハングル能力検定 Grade 4 or 韓国語能力試験(TOPIK) Grade 2	朝鮮語 I・II (4 credits)
	ハングル能力検定 Grade 3 and higher or 韓国語能力試験(TOPIK) Grade 3 and higher	朝鮮語 I・II・III・IV (8 credits)
German (The Second Foreign Language)	ドイツ語検定試験 Grade 3 or Goethe Institut Start Deutsch 1 or 2	ドイツ語 I・II (4 credits)
	ドイツ語検定試験 Grade 2 and higher or Goethe Institut Zertifikat Deutsch B1 and higher	ドイツ語 I・II・III・IV (8 credits)
French (The Second Foreign Language)	実用フランス語技能検定試験 Grade 3	フランス語 I・II (4 credits)
	実用フランス語技能検定試験 Grade Pre-2 and higher or フランス語資格試験 DELF I (B1) and higher	フランス語 I・II・III・IV (8 credits)
Spanish (The Second Foreign Language)	スペイン語技能検定 Grade 5 or DELEA1 and higher	スペイン語 I・II (4 credits)
	スペイン語技能検定 Grade 4 and higher or DELEA2 and higher	スペイン語 I・II・III・IV (8 credits)

[Remarks]

- The languages above are not necessary to be the first foreign language or the second foreign language. Granted credits counts towards the “12-credits requirement”. (P. 9 and 23)
- GPA(P.73, 6) will not be given for credits earned by credit grant application. (No effect to GPA)
- Credits must be granted from the lower level courses in order.
- Students cannot select courses to be granted. All courses, which have never registered at the time of applying, will be granted. E.g., in case a student who has ハングル能力検定 Grade 3
The request like “I'd like to apply for credit grant for only 朝鮮語 I・II” will not be accepted. 朝鮮語 I・II・III・IV will be granted all together.
- Japanese-based International Students can apply for “English” as the first foreign language or “英語” as the second foreign language credit grant depends on their course registration.
- English-based International Students are not allowed to apply for “English” nor “英語” credit grant.
- The HSK tests both iBT and PBT are acceptable as the credit grant standard.

[Credit Grant Standard: Advanced Courses: For all-year students]

Examination	Equivalent Courses	Remarks
Higher than ビジネス会計検定 3級 (大阪商工会議所)	会計学基礎 (2 credits)	Students can obtain GP3 by request*.
Higher than 簿記検定 3級 (日本商工会議所)	簿記基礎 (2 credits)	
Higher than ビジネス会計検定 2級 (大阪商工会議所)	財務報告および企業分析 (2 credits)	
BATIC(国際会計検定) sponsored by 東京商工会議所, 320 and over in Subject 1	英文会計基礎 (2 credits)	

*If students do not wish to obtain GP3, school can arrange so. In other words, students can choose not to receive any grade by credit grant. In other words, it does not affect GPA at all.

[Credit Grant Standard: Credit Grant for International Students enrolled in and after 2014]

(1) Japanese based International Students

Japanese I to III credits will be granted automatically.

Language	Credit Grant Standard	Course Title
[Students enrolled in and after 2014] Japanese (the first foreign language)	[International students (JBIS) and EbIS] N1 of Japanese-Language Proficiency Test or <u>280 and over</u> in 日本留学試験 [EJU] (Japanese) *For EJU, Writing Section's score must be included.	Japanese I , II ,III (12 credits)

(2) English- based International Student

Credit Grant Standard	Courses for Credit Grant
EbIS (whose mother language is <u>except Japanese</u>) who <u>has qualification</u> to take JLPT or EJU. JLPT: Japanese Language Proficiency Test EJU: Examination for Japanese University Admission for International Students	Japanese I , II ,III (12 credits)
EbIS (whose mother language is <u>Japanese</u>) who does <u>not have qualification</u> to take JLPT or EJU.	

Students who received the result after the first semester starts, please apply according to the 10-3 Credit Grant Schedule, p.47.

10-2 Course Registration for Upper Level Courses

By requesting credit grant, students will earn 12 credits (Japanese I to III), and they will take upper level courses to meet the graduation requirements. In those cases, SIS office registers the course for the students. Japanese is the compulsory and pre-registered course so that students do not have the authority to register the courses by themselves.

*Upper level courses: Courses have bigger numbers in the course title.

*Pre-register: The office registers courses. (Students do not register by themselves.)

Course Title	Credit
Japanese I	4
Japanese II	4
Japanese III	4
Japanese IV	4
Japanese V (RW)	2
Japanese V (LS)	2
Japanese VI (RW)	2
Japanese VI (LS)	2
Japanese VII (Presentation)	2
Japanese VIII (Presentation)	2

Twelve credits are granted by N1 or EJU, and students have 6 credits left to meet the graduation requirements. Please refer to the upper courses above.

Japanese V and VI have two separate elements; Reading and Writing (RW) and Listening and Speaking (LS). For Japanese IV, students must take the 2 elements together in a semester.

For Japanese V and VI, the graduation requirement is different depending on the year students enrolled.

For students who enrolled in and after 2014, please refer to the page 3.

For students who enrolled in and before 2013, please refer to the page 7.

For registration plans, please come to SIS office. SIS office will give you some advice.

10-3 Class level change based on the result of qualifying tests

1. Students who have satisfied the score requirement and wish to change their class level should contact the main instructor. Upon request, one of the instructors will conduct an interview.
2. The following is a list of acceptable test types and scores for level changes:
 - 1) Japanese Language Proficiency Test (JLPT) N1 and N2
 - 2) Business Japanese Proficiency Test (BJT) J1 level or higher
 - 3) Japanese Standard Speaking Test (JSST) Level 9 or higher
3. Score submission deadline
The last day of January before the beginning of the new academic year.
4. Only changes to a higher level are allowed, not to a lower level.

10-4 Credit Grant Schedule

Students can apply for credit grant at the SIS office during the opening hours; however, student must realize that the credits will be treated differently depending on the each application period. Please read remarks throughly.

	Application Period	When to be Granted	Grade of Spring 2020	Pre-Registration by SIS Office for Fall 2020	Grade of Fall 2020	Pre-Registration by SIS Office for Spring 2021
1.	Feb. 8 (Sat) ~ July 4 (Sat)	2020 Spring (*1)	Credits will be given, but not GP (*3)	Upper course will be pre-registered only by request (*5)	–	–
2.	July 6 (Mon) ~ July 25 (Sat) ★	2020 Spring (*1)	Credits will be given, and GP is also given based on class performance(*4)	Upper course will be pre-registered only by request (*5)	–	–
3.	July. 27 (Mon) ~ Jan. 9 (Sat) 2021	2020 Fall (*2)	–	The course has been pre-registered by the office (*6)	Credits will be given, but GP is not (*3)	Upper course will be pre-registered only by request. (*5)
4.	Jan. 12 (Tue) ~ Jan. 29 (Fri) 2021 ☆	2020 Fall (*2)	–	–	Credits will be given, and GP also given based on class performance (*4)	Upper course will be pre-registered only by request. (*5)
	Jan. 30 (Sat) ~ Feb. 7 (Sun) 2021	Outside the specialized period for Credit Grant				
5.	Feb. 8 (Mon) ~ Mid of July 2021	2021 Spring (*2)	–	–	–	The course has been pre-registered by the office (*6)

*1 Grade announcement date is Wednesday, August 12. The granted credits is given at the time of grade announcement.

*2 Grade announcement date is Thursday, February 18. The granted credits is given at the time of grade announcement.

Grade announcement day for 2021 Spring is TBA.

*3 Students can earn the credits from the course that has registered by the office based on the credit grant application.

*4 If students passed the class, the grade will be given as they earned. And, the credits will not be granted.

Or, if students are not able to pass the class, the credits will be given by the credit grant application. However, the grade will be given as they earned; therefore, it may effect their GPA.

*5 Please refer to the 10-2 on page 46 for upper courses.

*6 Students cannot register courses where the courses have already pre-registered by the school.

★ 4th year September enrollees and April enrollees who have enrolled for over 5 years must apply during this period to earn the required graduation credits to graduate on September 2020.

☆ Students who have enrolled for 4 years or more (8 semesters or more) must apply during this period to earn the required graduation credits (including students who are admitted to graduate in three years) to graduate on March 2021.

Note: Students must have enrolled for at least 8 semesters to graduate except early graduation.

IV Performance, Examinations, Reports and Graduation Thesis

1. Performance

1-1 Evaluation Methods

Evaluation is made in three methods:

- Final examinations
- Term paper to replace the final examinations
- Others (in-class examinations, individual reports, assignments, in-class presentations, etc.)

Final evaluation will be made by combining the above methods. The evaluation method for each course is described in the syllabus. Any changes to the evaluation methods will be announced on the bulletin board or in class by the instructor.

1-2 Evaluation

Evaluation is made based on the raw score (100-point scale).

< For the students enrolled in and before 2018 >

Pass/Fail	Raw Score	Letter Grade	How they appear in transcript		GP
			Japanese	English	
Pass (Credits given)	100 - 90	S	秀	S	4
	89 - 80	A	優	A	3
	79 - 70	B	良	B	2
	69 - 60	C	可	C	1
Fail	59 or less	F	—	—	0

< For the students enrolled in and after 2019 >

Pass/Fail	Raw Score	Letter Grade	How they appear in transcript Japanese/English	GP
Pass (Credits given)	100 - 90	S	S	4.0
	89 - 85	A+	A+	3.5
	84 - 80	A	A	3.0
	79 - 75	B+	B+	2.5
	74 - 70	B	B	2.0
	69 - 65	C+	C+	1.5
	64 - 60	C	C	1.0
Fail	59 or less	F	—	0

(More details on GP and GPA on p. 73, 6)

1-3 Grades

Grades will be announced on Kyogaku Web Service on Wednesday, August 12, 2020 for spring-semester courses, and on Thursday, February 18, 2021 for fall-semester and full-year courses.

1-4 Grade Appeals

Students who have any doubt about their grades may request grade investigation by following a specified procedure within a specified period. The details will be announced on the SIS bulletin board.

2. Examinations

- (1) The SIS conducts its examinations in accordance with the “KG Regulations on Evaluation and Examinations” (p.77-78) and the “Bylaws of the School of International Studies” (p.83-89). Students must read these regulations and bylaws thoroughly.
- (2) The examinations conducted at the SIS include final examinations (spring and fall semesters), intermediate examinations, make-up examinations, substitute examinations, and in-class examinations. All examinations, except for the final examinations, are conducted during the regular class weeks. In case these examinations are to be conducted at other times, the announcement will be made on the SIS bulletin board. The final examination timetable will be announced approximately one month before the examination week.
- (3) **Students who commit an act of misconduct** during final examinations, make-up examinations, or any other examinations which are conducted outside the regular examination week but are considered to be equivalent to final examinations **will be given zero points for all courses registered for the semester**, except for practicum courses.
- (4) Below is the schedule for final examinations, intermediate examinations and make-up examinations.

	Final & Intermediate Examinations	Make-up Examinations
1 st period	9:00 -	9:00 - 10:00
2 nd period	11:10 -	10:20 - 11:20
3 rd period	13:30 -	12:10 - 13:10
4 th period	15:10 -	13:30 - 14:30
5 th period	16:50 -	14:50 - 15:50

- (5) In-class examinations are at the discretion of the course instructor, including the handling of absence on the day of the examinations.
- (6) The following should be noted about examinations:
 - (i) The examination rooms are announced on the SIS bulletin board on the day of the examinations. Rooms for examinations conducted by other schools are announced on the bulletin board of those schools. All students are assigned seats. The rooms are announced on the Kyogaku Web Service at 19:00 on the day before the examination day in addition to the bulletin boards.
 - (ii) **To take examinations, students must bring their student ID** and place it on their desk during the examinations. **In case they fail to bring their student ID, they must inform the SIS office** before the commencement of the examination (**the same applies when they take examinations conducted by other schools**).
 - (iii) Students are not allowed to enter examination rooms 20 minutes after the commencement of the examinations. They are not allowed to exit the rooms within the first 30 minutes or the last five minutes of the examinations.
 - (iv) Students who decide to give up an examination, or are ordered to leave the examination room must submit their answer sheets with their name, school name, school year, and student number written on them. **They are not allowed to take their answer sheets out of the examination room.**
 - (v) Examinations for SIS courses and University-wide courses are subject to the SIS bylaws for examinations, and the examinations for courses of other schools are subject to the bylaws for examinations of those schools. The treatment of students who have committed a wrongful act is determined at the SIS Faculty Board Meeting in accordance with the SIS bylaws. This applies also to wrongful acts committed during examinations for courses of other schools.

Make-up Examinations

- (7) Students who have failed to take an examination due to any of the following reasons may request a make-up examination by submitting a request form, attached with official documentation to support the reason for absence, to the SIS office during a specified period.
- (a) Death or critical condition of relatives within the second degree of kinship
 - (b) Students' own illness
 - (c) Accident on the examination day
 - (d) Infectious diseases specified by the Japanese School Health and Safety Act
 - (e) Participation in the lay judge selection process and in a trial as a lay judge/supplementary lay judge
 - (f) Delay or shutdown of public transportation
 - (g) Other equivalent reasons
- (8) The score of make-up examinations will be reduced by 20%, except for the reason (a), (e) and (f).

Substitute Examinations

- (9) Students who have failed to take an examination due to any of the following reasons will be given a substitute examination. Such students must submit a request form, attached with official documentation to support the reason for absence, to the SIS office during a specified period.
- (a) Natural disaster
 - (b) Shutdown of public transportation

The score of substitute examinations will remain the same as the original examinations (100%). The score of substitute examinations for make-up examinations is reduced by 20%.

3. Reports

- (1) There are two types of reports: "individual report" and "term paper to replace the final examination". Both types of report must be submitted in a specified format and within a specified period.
- (2) In principle, the details about the reports (topic, format, deadline and place for submission) are announced on the SIS bulletin board. For some courses, such information may be given only during the class. The reports required to be submitted to the SIS office must be attached with a KG report cover sheet, which can be purchased at the Student Co-op or be downloaded from the SIS website. The cover sheet must include the course title, class, instructor's name, report title, school name, school year, student name and number.

Two staples at the top

Course title: XXXXXXXX Class X

Lecturer: Prof. _____

Subject: XXXXXXXX _____

School: Department of
International Studies
School of International
Studies

Year: XX year No. XXXX

Name: XXX XXX _____

Kwansei Gakuin University

Receipt stamp

- (3) The reports required to be submitted to the SIS office are accepted only during the SIS office hours.
- (4) **No reports will be accepted after the submission deadline. Also, you cannot reintroduce the reports once it is submitted.**

- (5) In principle, reports required to be submitted to the SIS office must be submitted by the students in person. However, students who are not able to submit their report in person for unavoidable reasons may have a proxy submit the report on their behalf. If you wish to submit your report by a proxy, you need to ask SIS Office in advance about a procedure required.
- (6) The reports required to be submitted directly to course instructors will not be accepted by the SIS office for any reasons.
- (7) Term papers to replace final examinations are considered to be equivalent to final examinations, except that no make-up examinations are given. **Students who commit an act of misconduct** in term papers to replace the final examinations **will be given zero points for all courses registered for the semester**, except for practicum courses.
- (8) Students are not allowed to submit their reports by post or e-mail.
- (9) Plagiarism
Plagiarism is the act of taking another person's written work (academic papers, literature, text available on the internet, etc.) and presenting it as your own. It is also considered plagiarism when you take someone's work and put it in a different way to present it as your own opinion. Plagiarism is an act that should never be committed, and if found in submitted assignments, reports and papers, strict punishment will be given: the student will be given zero points for all courses registered for the semester, except for practicum courses.

<Submission Period for Term Paper to Replace the Final Examination>

Spring Semester: Tuesday, July 7, 2020 – Thursday, July 9, 2020, 16:50
 Fall Semester: Wednesday, January 6, 2021 – Friday, January 8, 2021, 16:50

*The SIS office closes at 12:20 on Saturdays, and is closed on Sundays and holidays.

- All term papers to replace final examinations must be submitted to the SIS office within the above submission period.
- The instructions (1) to (9) on p.51-52 must always be strictly observed.

4. Graduation Thesis / 卒業論文

4-1 The Course for Graduation Thesis

For students to graduate, they must organize their research findings in Graduation Thesis/卒業論文 during their 4th year (or the year in which they register for Research Seminar II/研究演習 II), and submit the thesis within a specified period. Students registered for Research Seminar II / 研究演習 II or those who have already earned the credits from these courses may only submit their graduation thesis / 卒業論文.

<Notes on Graduation Thesis / 卒業論文>

- No class is given for Graduation Thesis / 卒業論文.
- Graduation Thesis/卒業論文 is a full-year course. The number of credits will be halved, and count towards the maximum credit load for each semester, except for when Graduation Thesis/卒業論文 instructors are scheduled to be away to participate in a study-abroad program during either the spring or fall semester. In such cases, instructors will provide their teaching (in Research Seminar/研究演習 classes) in the semester during which they will be present at the university, and all credits will count towards the credit load for that semester. The evaluation will also be made at the end of the semester during which the teaching is given.

Case 1) Instructor away on a study abroad during the spring semester

Evaluation: To be made at the end of the fall semester

Credits: All credits (four) count towards the credit load for the fall semester.

Case 2) Instructor away on a study abroad during the fall semester

Evaluation: To be made at the end of the spring semester

For students in 5th year and above who have not completed Research Seminar II or 研究演習 II, the evaluation will be made at the end of the fall semester.

*Students must submit their Graduation Thesis / 卒業論文 during the spring semester.

Credits: All credits (four) count towards the credit load for the spring semester.

4.2 Students who are eligible to submit Graduation Thesis

<Students required to submit their Graduation Thesis / 卒業論文 during the spring semester>

- (1) Those who are registered for Research Seminar II / 研究演習 II, and are scheduled to study abroad during the fall semester (graduation expected in March the following year)
- (2) Those who are registered for Research Seminar II / 研究演習 II with an instructor who is scheduled to study abroad during the fall semester (graduation expected in March the following year)
- (3) Those who have already earned the credits from Research Seminar II / 研究演習 II, but did not pass the Graduation Thesis / 卒業論文 course during the previous year (those who wish to graduate in September)

<Students required to submit their Graduation Thesis / 卒業論文 during the fall semester>

- (1) Those who are registered for Research Seminar II / 研究演習 II (graduation expected in March the following year)
- (2) Those who have already earned the credits from Research Seminar II / 研究演習 II, but did not pass the Graduation Thesis / 卒業論文 course during the previous year (those who wish to graduate in March the following year)

4.3 Submission

- (1) Submission Period <will be strictly observed>

Spring semester submission: **Wednesday, July 1, 2020 – Monday, July 6, 2020 16:50**

Weekdays: 8:50-11:30/12:30-16:50

Saturdays: 8:50-12:20

Fall semester submission: **During the year of 2020 : Friday, December 18, 2020 – Wednesday, December 23, 2020**

During the year of 2021 : Wednesday, January 6, 2021 – Friday, January 8, 2021

Weekdays: 8:50-11:30/12:30-16:50

Saturdays: 8:50-12:20

These deadlines are strictly enforced.

Graduation thesis will NOT be accepted after the submission deadline for any reasons. Students should aim to submit their thesis in advance of the deadline so that they will still have the time to respond to any contingency.

- (2) Place of Submission and Submission Methods

<To the instructor>

One electronic version of the thesis (MS-WORD or PDF) must be submitted to the instructor of Research Seminar II or 研究演習 II via email.

<To the SIS office>

The following three items must be submitted **by the student in person** to the SIS office.

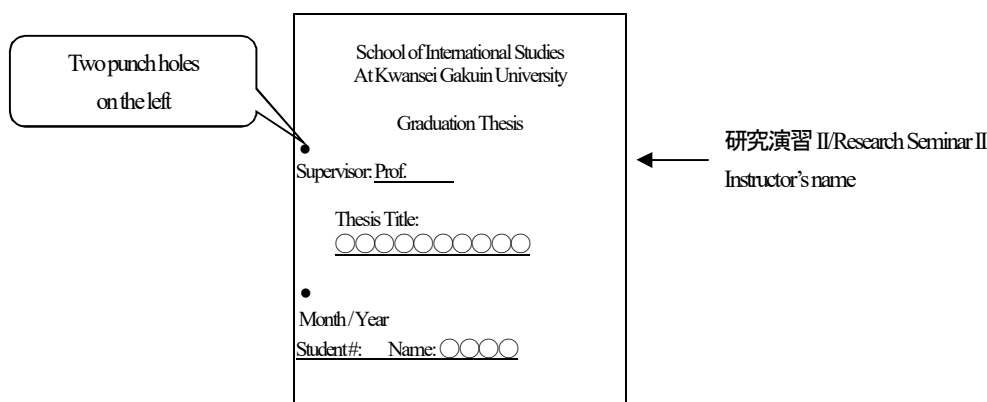
- (i) Submission receipt (available at SIS office during the submission period)
- (ii) One printed version of the thesis formatted as instructed
- (iii) A printed copy of the email sent when submitting the electronic version of the thesis to the instructor.
*The copy must be showing the send date and time, name of the instructor as a receiver, and the attached document data file.

(3) Language

The Graduation Thesis/卒業論文 must be written in English or Japanese. Students whose first language is Japanese can write their thesis in Korean or Chinese when their instructors allow them to do so.

(4) Formatting Requirements

- (i) The thesis must be typed on a computer.
- (ii) When written in Japanese, the thesis must be typed on A4 paper, with 25 lines per page and 40 characters per line. A minimum of 12,000 characters is required.
- (iii) When written in English, the thesis must be typed double-spaced on A4 paper, with 25 lines per page. A minimum of 5,000 words is required. The same format applies to theses written in Chinese and Korean. A minimum of 8,000 characters is required for Chinese and a minimum of 12,000 characters for Korean.
- (iv) Page numbers must be inserted on the body of the thesis.
- (v) Students must follow other specific writing instructions, including those on how to quote, given by the instructor.
- (vi) The thesis must be printed single-sided only.
- (vii) The printed copy must be attached with an SIS thesis cover sheet, unless instructed otherwise by the instructor; and placed in a binder “Looper File” (available for purchase at the KG student Co-op). The SIS thesis cover sheet can be downloaded from the SIS website.



(5) Notes on Thesis Submission

- (i) One printed copy of the thesis must be submitted to the SIS office by the students in person, and an electronic version of the thesis (MS-WORD or PDF) must be submitted to the instructor via email. The submission is not complete until both of these items are received.
- (ii) The submitted thesis will be evaluated by the instructor, and returned to the student on the day of the graduation.
- (iii) The submitted thesis cannot be returned for the student to check or revise.
*Theses submitted via email may be disclosed to third parties by the instructors for educational purposes.
- (iv) **Students who have committed a wrongful act including plagiarism in their theses will be given zero points for all the courses registered for the semester,** except for practicum courses other than Graduation Thesis/ 卒業論文.

V University-wide Courses

1. Outline

University-wide courses are provided by offices and centers within the university other than schools, and are open to students of all schools. The credits earned from these courses count towards the “Optional Courses” field. Application may be required for these courses.

1-1 University-wide Courses – Language Courses

These courses are provided by the Language Center. Course contents details and application procedures can be found in their brochure “Language Program 2020”. SIS students are not allowed to take “インテンシブ・イングリッシュ・コース” and “入門英語コース”

1-2 University-wide Courses – Sports and Health Science Courses

Courses provided by the Sports and Health Sciences Program Office requires application in advance. Please refer to p 57 to 68 for course details. Students who are planning to obtain teaching license should apply during the priority application period (-refer to the Intro Page). The course list is available at the SIS office.

1-3 University-wide Courses – Information Science Courses

Detailed Information for courses provided by the Center for Common Educational Program is available at http://www.kwansei.ac.jp/a_affairs/a_affairs_000467.html (Japanese only). Most of Information Science Courses requires pre-application. Please refer to the Intro Page and P.56-57 for application details.

1-4 University-wide Courses – AI use of human resource development courses

Detailed Information for courses provided by the Center for Common Educational Program is available.

Please refer to the KGU Japanese website “履修・学習要覧 Web サイト” at <http://www.kwansei.ac.jp/youran>. or KGU English website “For SIS Students, Academic Life, Course Registration Information.”

1-5 University-wide Courses – Life Design Courses

Detailed information for courses provided by the Hands-on Learning Programs is available at https://www.kwansei.ac.jp/c_hl/c_hl_m_002583.html.

1-6 University-wide Courses – Foundation and Interdisciplinary Courses

Detailed information for courses provided by the Center for Common Educational Programs / 共通教育センター (Administrative Department, Organization for Academic Affairs) can be found on the KGU Japanese website “履修・学習要覧 Web サイト” at <http://www.kwansei.ac.jp/youran>. or KGU English website “For SIS Students, Academic Life, Course Registration Information.” https://global.kwansei.ac.jp/academics/academics_013379.html

1-7 University-wide Courses – Others

Please refer to the brochure “KG GO GLOBAL” issued by Center for International Education and Cooperation for course details of Global Studies.

The information on Mutual Credit Exchange Program, EU Institute in Japan (EUIJ) courses, and Hyogo-Kobe University Consortium (HKUC) courses are available at the Administrative Dept. office, bulletin boards, and/or the brochure “KG GO GLOBAL”. Please refer to the Intro Page and P.57-68 for pre-application required courses.

2. Pre-apply Courses for University-wide Courses

When it is required to apply online, please go to Kyogaku Web Service for all courses.

Kyogaku Web Service: <https://webinfo.kwansei.ac.jp>

Note that after you are admitted to the pre-apply courses, you cannot change or drop it.

2-1 University-wide Courses: Language Education Courses (by Language Center)

Please read well “Language Program 2020” to apply and register to Language Education Courses since the brochure has detail of registration and application methods.

Please process application procedures through Kyogaku Web Service if they require the web application.

2-2 University-wide Courses: Sport Science and Health Science Courses (Administrative Dept. Organization for Academic Affairs)

All Sport Science and Health Science Courses require submitting the application to register.

Students, who want to register these courses, please refer to “Sport science / Health Science Course Timetable”. (Distribute at SIS Office (English ver.) or Administrative Dept. Organization for Academic Affairs, and Gymnasium)

Remarks

1. Total 4 units from 2 courses: lecture and practice course for each, can be registered for one semester (spring or fall).
2. You cannot apply to course that have same subject name even though these courses are offered in different time schedule or different sports.

For example, in case you have already earned [Sport Science Practice A 1: Table tennis], you cannot register [Sport Science Practice A 21: Badminton] (because both courses are “Sport Science Practice A”)

3. You can apply to all lecture courses offered in that semester, but practice courses are up to 5 courses.
4. Courses are offered in both Uegahara and Sanda campus. Please make sure to confirm where the course is held.

*if students applied for courses held on a campus where they didn't want, it won't be changed after the application period.

All courses of Sport Science and Health Science is pre-apply courses, and
they are not allowed to drop.
Please be sure that the schedule is not overlapping with compulsory courses.

2-3 Notes for Registration

Practical Training Courses Registration

- a) The first class

For the first class of practical training, please go to designated place as below without changing clothes.

If the place has been changed, the notice will be announced at Kyogaku Web Service as “お知らせ”.

Term	Course Title	Designated Place
Spring	Nishinomiya-Uegahara Campus, All	Athletic Center 2 nd floor
Fall	Practical Training Courses	

***The place will be announced at Kyogaku Web Service as soon as we decided.**

- b) Place for Training (Please check the place before the class starts every time)

Nishinomiya-Uegahara Campus: 1st Floor, bulletinboard in Entrance Hall at Athletic Center

Kobe-Sanda Campus: Whiteboard at Gymnasium

- c) Suitable Clothing

Please wear sportswear, and prepare both indoor and outdoor athletic foot wears.

- d) Accommodations

1. Students can use lockers and shoe lockers only during the class. Do not leave any of your personal belongings. Additionally, please take care of your valuables by yourself.
2. Students can use the shower room after the class.
3. Please enter the Athletic Center after you brush dirt and sand.

e) Grades

Due to the course characteristics of practical training, grading is required students to attend over three quarter of the course. Also, there are following evaluation criteria; participation & attitudes, technique & physical strength, report and so forth. (Please refer to the syllabus at Kyogaku Web Service for evaluation criteria of lecture and intensive courses.)

3. 2020 University-wide Courses and Course List

Please refer to the university-wide courses as below for 2020.

For course registration, please refer to the instruction below. In addition, check p. 56 “2. Pre-apply Course for University-wide Courses” and brochures that are issued by each office.

Please refer to the abbreviations for each office.

共通教育センター(教務機構) : Center for Common Educational Program (CCEP)
 スポーツ科学・健康科学教育プログラム : Sport and Health Science Educational Program (SH)
 言語教育センター : Language Center (LC)
 ハンズオン・ラーニングセンター : Hands-on Learning Programs (HLC)
 キャリアセンター : Career Planning and Placement (CPP)
 国連・外交統括センター : Integrated Center for UN and Foreign Affairs Studies (UN)

A	Pre-Apply at Kyogaku Web Service (Course Registration by Lot) only	Schedule Spring Semester: Wednesday, April 1 (8:50) to Friday, April 3 (16:50) Announcement: Monday, April 6 (8:50) Fall Semester: Thursday, Sept. 10 (9:00) to Friday, Sept. 11 (16:50) Announcement: Wednesday, Sept. 16 (8:50)
B	Pre-Apply at Kyogaku Web Service (Course Registration by Lot) only *English certificate submission is not required for English-based International Students.	
■	Other application period is on each brochure. Students can pick up at each office on the right.	—Office— LC: “Language Program 2020” HLC: Kyogaku Web Service and Application brochure for each subject
Blank	Apply during Course Registration Period and Course Registration Change Period	

*If you have questions for courses with ※, please ask at SIS office first.

*Please check Kyogaku Web Service for pre-applying courses constantly. Sometimes additional application is available after the application period above.

*Please confirm the course requirements in the brochures issued by each office: LC and HLC.

*Please refer to “KG GO GLOBAL” issue by CIEC for Study Abroad Program.

3-1 Spring Semester Courses

* S: Spring, F: Fall, INT: Intensive, NUC: Nishinomiya Uegahara Campus, KSC: Kobe Sanda Campus, HCM: Hyogo College of Medicine

Spring Language Education Courses											
App. Method	Note	Office	Course Title	Class	Term	Credit	Stand. Yr	Instruction Lang.	Campus	Max. Student#	Remarks
■		LC	入門英語IA	1~10	S	1	1	English	NUC・KSC	25	Class will be decided by LC
■		LC	入門英語IB	1~10	S	1	1	English	NUC・KSC	25	Class will be decided by LC
■		LC	入門英語IIA	1~10	S	1	2	English	NUC・KSC	25	Class will be decided by LC
■		LC	入門英語IIB	1~10	S	1	2	English	NUC・KSC	25	Class will be decided by LC
■		LC	スプリング・インテンシブ・イングリッシュ	1~5	S	2	1	English	NUC	25	Selected by Screening(before enrollment)
■		LC	インテンシブ・イングリッシュ	31~60	S	3	1	English	NUC	25	Selected by Screening
A		LC	Skills-based English(Basic)	1~7	S	1	1	English	NUC・KSC	25	
A		LC	Skills-based English(Speaking & Listening)	1~2	S	2	1	English	NUC	25	
B		LC	Skills-based English(Speaking & Listening)L1	1	S	2	1	English	NUC	25	English Requirement
B		LC	Skills-based English(Speaking & Listening)L2	1	S	2	1	English	NUC	25	English Requirement
B		LC	Skills-based English(Speaking & Listening)L3	1	S	2	1	English	NUC	25	English Requirement
B		LC	Skills-based English(Writing)L1	1	S	1	1	English	NUC	20	English Requirement
B		LC	Skills-based English(Writing)L3	1	S	1	1	English	NUC	20	English Requirement
B		LC	Skills-based English(Reading)L1	1	S	1	1	English	NUC	25	English Requirement
B		LC	Skills-based English(Reading)L3	1	S	1	1	English	NUC	25	English Requirement
B		LC	Skills-based English(Academic)L3	1~2	S	2	1	English	NUC・KSC	25	English Requirement
B		LC	Skills-based English(Academic)L4	1	S	2	1	English	NUC	25	English Requirement
B		LC	Skills-based English(Business A)L2	1~2	S	1	1	English	NUC・KSC	25	English Requirement
B		LC	Skills-based English(Business B)L2	1	S	1	1	English	NUC	25	English Requirement
A		LC	Skills-based English(TOEFL)	1~2	S	1	1	English	NUC・KSC	25	
B		LC	Skills-based English(TOEFL)L2	1~2	S	1	1	English	NUC	25	English Requirement
A		LC	Skills-based English(TOEIC)	1~4	S	1	1	English	NUC・KSC	25	
B		LC	Skills-based English(TOEIC)L2	1	S	1	1	English	NUC	25	English Requirement
A		LC	Skills-based English(IELTS)	1~3	S	1	1	English	NUC・KSC	25	
A		LC	Special English Seminar	1	S INT	1	1	English	NUC	75	5 days during 9/7~11 Extra Day: 9/12
■		LC	フランス語インテンシブ初級II	1~3	S	3	2		NUC	Approx. 20	Prerequisite Requirement
■		LC	フランス語インテンシブ初級III	1	S	2	2		NUC	Approx. 20	Prerequisite Requirement
■		LC	フランス語インテンシブ中級	1	S	2	3		NUC	Approx. 20	Prerequisite Requirement
■		LC	ドイツ語インテンシブ初級II	1~2	S	3	2		NUC	Approx. 20	Prerequisite Requirement
■		LC	ドイツ語インテンシブ初級III	1	S	2	2		NUC	Approx. 20	Prerequisite Requirement
■		LC	ドイツ語インテンシブ中級	1	S	2	3		NUC	Approx. 20	Prerequisite Requirement
A		LC	基礎フランス語I	1~2	S	1	1		NUC	40	
		LC	基礎フランス語III	1	S	1	1		NUC	—	Prerequisite Requirement
		LC	フランス語アラカルト(読む)	1	S	1	2		NUC	—	
		LC	フランス語アラカルト(書く)	1	S	1	2		NUC	—	
A		LC	フランス語アラカルト(聞く・話す)A	1~2	S	1	1		NUC	30	
		LC	フランス語アラカルト(聞く・話す)B	1	S	1	1		NUC	—	
		LC	フランス語アラカルト(聞く・話す)C	1	S	1	1		NUC	—	
		LC	基礎ドイツ語I	1	S	1	1		NUC	—	
		LC	基礎ドイツ語III	1	S	1	1		NUC	—	Prerequisite Requirement
		LC	ドイツ語アラカルト(読む)	1	S	1	2		NUC	—	
		LC	ドイツ語アラカルト(書く)	1	S	1	2		NUC	—	
		LC	ドイツ語アラカルト(聞く・話す)A	1	S	1	1		NUC	—	
		LC	ドイツ語アラカルト(聞く・話す)B	1	S	1	1		NUC	—	
		LC	ロシア語初級I	1	S	1	1		NUC	—	
		LC	ロシア語初中級	1	S	1	1		NUC	—	Prerequisite Requirement
		LC	イタリア語初級I	1~4	S	1	1		NUC	—	
		LC	イタリア語初級II	1	S	1	1		NUC	—	Prerequisite Requirement
		LC	イタリア語初中級	1	S	1	1		NUC	—	Prerequisite Requirement
		LC	スペイン語初級I	1~2	S	1	1		NUC	—	
		LC	スペイン語初級III	1	S	1	1		NUC	—	Prerequisite Requirement
		LC	スペイン語中級	1	S	1	1		NUC	—	Prerequisite Requirement
		LC	ポルトガル語初級I	1	S	1	1		NUC	—	
		LC	ポルトガル語初中級	1	S	1	1		NUC	—	Prerequisite Requirement
		LC	アラビア語初級I	1	S	1	1		NUC	—	
		LC	アラビア語初級II	1	S	1	1		NUC	—	Prerequisite Requirement
		LC	基礎中国語I	1~2	S	1	1		NUC	—	
		LC	基礎中国語III	1	S	1	1		NUC	—	Prerequisite Requirement
		LC	中国語中級	1~2	S	1	1		NUC	—	Prerequisite Requirement
		LC	朝鮮語初級I	1~4	S	1	1		NUC	—	
		LC	朝鮮語初級III	1~2	S	1	1		NUC	—	Prerequisite Requirement
		LC	インドネシア語初級I	1~2	S	1	1		NUC	—	
		LC	インドネシア語初中級	1	S	1	1		NUC	—	Prerequisite Requirement
A		LC	日本語初級I	1	S	1	1		NUC	16	
A		CIEC	ビジネス日本語A	1	S	1	3		NUC	15	For Int'l Students/Refer to 日本語科目履修案内
A		CIEC	ビジネス日本語B		S	1	3		NUC	15	For Int'l Students/Refer to 日本語科目履修案内
A		CIEC	ビジネス日本語C	1	S	1	3		NUC	15	For Int'l Students/Refer to 日本語科目履修案内

Spring		Sport and Health Science Courses Refer to instructions on pp 56 and 57											
App. Method	Note	Office	Course Title	Subtitle	Class	Coordinator		Credit	Stand. Yr	Day& Period	Campus	Max. Student#	Remarks
A		SH	スポーツ科学講義A	野球の科学	1	中山 悌一	Nakayama Teiichi	2	1	Fri/1	NUC	200	
A		SH	健康科学講義A	心と健康	1	永石 高敏	Nagaishi Takatoshi	2	1	Mon/5	NUC	200	
A		SH	体育方法学講義C	体育講義	1	笹場 育子	Sasaba Ikuko	2	1	Tue/1	NUC	200	
A		SH	体育方法学講義C	体育講義 KSC	2	山下 伸一	Yamashita Shin-ichi	2	1	Wed/1	KSC	200	
A		SH	スポーツ科学演習A	卓球	1	高島 規郎	Takahima Norio	2	1	Thu/1	NUC	30	
A		SH	スポーツ科学演習A	卓球	2	高島 規郎	Takahima Norio	2	1	Thu/2	NUC	30	
A		SH	スポーツ科学演習A	卓球	3	高島 規郎	Takahima Norio	2	1	Thu/3	NUC	30	
A		SH	スポーツ科学演習A	バドミントン	21	仲田 秀臣	Nakata Hideomi	2	1	Thu/2	NUC	30	
A		SH	スポーツ科学演習A	バドミントン	22	仲田 秀臣	Nakata Hideomi	2	1	Thu/3	NUC	30	
A		SH	スポーツ科学演習C	フットサル	1	森 祐貴	Mori Yuki	2	1	Mon/2	NUC	30	
A		SH	スポーツ科学演習C	ソフトボール	11	浦田 達也	Urata Tatsuya	2	1	Tue/3	NUC	30	
A		SH	スポーツ科学演習C	ソフトボール	12	中山 悌一	Nakayama Teiichi	2	1	Fri/2	NUC	30	
A		SH	スポーツ科学演習D	バスケットボール	1	浦田 達也	Urata Tatsuya	2	1	Tue/2	NUC	30	
A		SH	スポーツ科学演習D	バスケットボール	2	山本 浩二	Yamamoto Koji	2	1	Fri/2	NUC	30	
A		SH	スポーツ科学演習D	バレーボール	11	森 祐貴	Mori Yuki	2	1	Mon/1	NUC	30	
A		SH	スポーツ科学演習E	格技	1	山本 浩二	Yamamoto Koji	2	1	Fri/3	NUC	30	
A		SH	スポーツ科学演習F	水泳・水球	1	川上 光宣	Kawakami Mitsunori	2	1	Tue/3	NUC	30	
A		SH	健康科学演習A	フィットネス	1	笹場 育子	Sasaba Ikuko	2	1	Wed/1	NUC	30	
A		SH	健康科学演習C	ニュースポーツ	1	林 直也	Hayashi Naoya	2	1	Wed/2	NUC	30	
A		SH	体育方法学演習C	体育実技	1	森 祐貴	Mori Yuki	2	1	Mon/3	NUC	35	
A		SH	体育方法学演習C	体育実技	2	佐藤 博信	Sato Hironobu	2	1	Thu/1	NUC	35	
A		SH	体育方法学演習C	体育実技	3	中山 悌一	Nakayama Teiichi	2	1	Fri/3	NUC	35	
A		SH	体育方法学演習C	体育実技 KSC	4	木谷 織信	Kitani Orinobu	2	1	Tue/1	KSC	35	
A		SH	体育方法学演習C	体育実技 KSC	5	木谷 織信	Kitani Orinobu	2	1	Tue/2	KSC	35	
A		SH	体育方法学演習C	体育実技 KSC	6	木谷 織信	Kitani Orinobu	2	1	Tue/3	KSC	35	
A		SH	体育方法学演習C	体育実技 KSC	7	山下 伸一	Yamashita Shin-ichi	2	1	Wed/2	KSC	35	
A		SH	体育方法学演習C	体育実技 KSC	8	山下 伸一	Yamashita Shin-ichi	2	1	Wed/3	KSC	35	
A		SH	体育方法学演習C	体育実技 KSC	9	溝畑 潤	Mizohata Jun	2	1	Fri/1	KSC	35	
A		SH	体育方法学演習C	体育実技 KSC	10	溝畑 潤	Mizohata Jun	2	1	Fri/2	KSC	35	
A		SH	体育方法学演習C	体育実技 KSC	11	溝畑 潤	Mizohata Jun	2	1	Fri/3	KSC	35	
A		SH	余暇生活学演習C	夏期アウトドア(キャンプ)	1~2	林 直也	Hayashi Naoya	2	1	INT	NUC・Off Campus	40 (20/class)	Two Prior Trainings will be held between April and July. (The main activity is held on Aug.)

Spring		Information Science Courses											
App. Method	Note	Office	Course Title	Class	Coordinator		Credit	Stand. Yr	Day& Period	Campus	Max. Student#	Remarks	
A		CCEP	コンピュータ基礎	1	岩田 一男	Iwata Kazuo	2	1	Wed/1	NUC	78		
A		CCEP	コンピュータ基礎	2	岩田 一男	Iwata Kazuo	2	1	Wed/2	NUC	78		
A		CCEP	コンピュータ基礎	3	岩田 一男	Iwata Kazuo	2	1	Wed/3	NUC	78		
A		CCEP	コンピュータ基礎	4	古隅 弘樹	Furuzumi Hiroki	2	1	Tue/1	NUC	78		
A		CCEP	コンピュータ基礎	5	西本 実苗	Nishimoto Minae	2	1	Tue/3	NUC	78		
A		CCEP	コンピュータ基礎	6	西本 実苗	Nishimoto Minae	2	1	Tue/4	NUC	78		
A		CCEP	コンピュータ基礎	7	西本 実苗	Nishimoto Minae	2	1	Tue/5	NUC	78		
A		CCEP	コンピュータ基礎	8	玉本 拓郎	Tamamoto Takuro	2	1	Wed/4	NUC	78		
A		CCEP	コンピュータ基礎	9	橋本 幸枝	Hashimoto Yukie	2	1	Fri/4	NUC	78		
A		CCEP	コンピュータ基礎	10	後藤 達也	Goto Tatsuya	2	1	Wed/5	NUC	78		
A		CCEP	コンピュータ基礎	11	谷村 要	Tanimura Kaname	2	1	Fri/5	NUC	78		
A		CCEP	コンピュータ基礎	12	近藤 晶子	Kondo Akiko	2	1	Tue/2	NUC	78		
A		CCEP	コンピュータ実践 (表計算)	1	玉本 拓郎	Tamamoto Takuro	2	1	Wed/5	NUC	30		
A		CCEP	コンピュータ実践 (表計算)	2	谷村 要	Tanimura Kaname	2	1	Fri/3	NUC	30		
A		CCEP	コンピュータ実践 (表計算)	3	森際 孝司	Morigiwa Takashi	2	1	Mon/5	NUC	30		
A		CCEP	コンピュータ実践 (表計算)	4	周防 節雄	Suoh Setsuo	2	1	Thu/4	NUC	30		
A		CCEP	コンピュータ実践 (表計算)	5	島野 達雄	Shimano Tatsuo	2	1	Mon/2	NUC	30		
A		CCEP	コンピュータ実践 (表計算)	6	島野 達雄	Shimano Tatsuo	2	1	Mon/3	NUC	30		
A		CCEP	コンピュータ実践 (表計算)	7	島野 達雄	Shimano Tatsuo	2	1	Wed/3	NUC	30		
A		CCEP	コンピュータ実践 (表計算)	8	内田 啓太郎	Uchida Keitaro	2	1	Tue/2	NUC	30		
A		CCEP	コンピュータ実践 (表計算)	9	箱井 英寿	Hakoi Hidekazu	2	1	Fri/1	NUC	30		
A		CCEP	コンピュータ実践 (表計算)	10	高田 茂樹	Takada Shigeki	2	1	Thu/2	NUC	30		
A		CCEP	コンピュータ実践 (表計算)	11	高田 茂樹	Takada Shigeki	2	1	Thu/3	NUC	30		
A		CCEP	コンピュータ実践 (データ分析)	1	周防 節雄	Suoh Setsuo	2	1	Thu/3	NUC	30		
A		CCEP	コンピュータ実践 (データ分析)	2	箱井 英寿	Hakoi Hidekazu	2	1	Fri/2	NUC	30		
A		CCEP	コンピュータ実践 (データ分析)	3	池田 瑞穂	Ikeda Mizuho	2	1	Thu/4	NUC	30		
A		CCEP	プログラミング言語基礎 (ActionScript)	1	鍵本 聡	Kagimoto Satoshi	2	1	Wed/4	NUC	30		
A		CCEP	プログラミング言語基礎 (ActionScript)	2	鍵本 聡	Kagimoto Satoshi	2	1	Wed/5	NUC	30		
A		CCEP	プログラミング言語基礎 (ActionScript)	3	森 巧尚	Mori Yoshinao	2	1	Tue/3	NUC	30		
A		CCEP	プログラミング言語基礎 (ActionScript)	4	森 巧尚	Mori Yoshinao	2	1	Tue/4	NUC	30		
A		CCEP	プログラミング言語基礎 (Excel VBA)	1	古隅 弘樹	Furuzumi Hiroki	2	1	Tue/2	NUC	30		
A		CCEP	プログラミング言語基礎 (Java)	1	岩田 一男	Iwata Kazuo	2	1	Tue/1	NUC	30		
A		CCEP	プログラミング言語基礎 (JavaScript)	1	西本 実苗	Nishimoto Minae	2	1	Mon/5	NUC	30		
A		CCEP	プログラミング言語基礎 (JavaScript)	2	西本 実苗	Nishimoto Minae	2	1	Tue/2	NUC	30		
A		CCEP	プログラミング言語基礎 (Processing)	1	鍵本 聡	Kagimoto Satoshi	2	1	Wed/2	NUC	30		
A		CCEP	プログラミング言語基礎 (Processing)	2	高田 茂樹	Takada Shigeki	2	1	Mon/3	NUC	30		
A		CCEP	プログラミング言語基礎 (Processing)	3	高田 茂樹	Takada Shigeki	2	1	Mon/4	NUC	30		
A		CCEP	プログラミング言語基礎 (Python)	1	後藤 達也	Goto Tatsuya	2	1	Wed/4	NUC	30		
A		CCEP	プログラミング言語応用 (PHP)	1	池田 瑞穂	Ikeda Mizuho	2	2	Thu/3	NUC	30		
A		CCEP	文科系学生のための情報技術入門	1	高田 茂樹	Takada Shigeki	2	1	Mon/2	NUC	-		
A		CCEP	情報技術概論	1	池田 瑞穂	Ikeda Mizuho	2	1	Thu/2	NUC	-		

Spring		AI use of human resource development courses										
App. Method	Note	Office	Course Title	Class	Coordinator		Credit	Stand. Yr	Day & Period	Campus	Max. Student#	Remarks
A		CCEP	AI活用入門	1	西野 均	Nishino Hitoshi	2	1	Tue/4	NUC	150	
A		CCEP	AI活用入門	2	西野 均	Nishino Hitoshi	2	1	Wed/4	NUC	150	
A		CCEP	AI活用入門	3	巳波 弘佳	Miwa Hiroyoshi	2	1	Tue/2	KSC	150	
A		CCEP	AI活用導入演習A	1	西野 均	Nishino Hitoshi	2	1	Tue/1	NUC	50	Prerequisite Requirement
A		CCEP	AI活用導入演習A	2	西野 均	Nishino Hitoshi	2	1	Thu/4	KSC	50	Prerequisite Requirement
A		CCEP	AI活用導入演習B	1	西野 均	Nishino Hitoshi	2	1	Wed/1	NUC	50	Prerequisite Requirement
A		CCEP	AI活用導入演習B	2	西野 均	Nishino Hitoshi	2	1	Thu/5	KSC	50	Prerequisite Requirement
A	※	CCEP	AI活用実践演習A (JavaによるWebアプリケーションデザイン)	1	陰山 真矢	Kageyama Maya	2	2	INT	NUC	50	Prerequisite Requirement / scheduled between Aug. to Sep.
A		CCEP	AI活用実践演習B (Pythonによる機械学習・深層学習)	1	岩森 俊哉	Iwamori Toshiya	2	2	INT	NUC	50	Prerequisite Requirement / scheduled between Aug. to Sep.
A		CCEP	AI活用実践演習C (Webデザイン)	1	陰山 真矢	Kageyama Maya	2	2	INT	NUC	50	Prerequisite Requirement / scheduled between Aug. to Sep.
A		CCEP	AI活用データサイエンス実践演習I	1	西野 均	Nishino Hitoshi	2	2	INT	NUC	50	Prerequisite Requirement / scheduled between Aug. to Sep.
A		CCEP	AI活用データサイエンス実践演習II	1	西野 均	Nishino Hitoshi	2	3	INT	NUC	50	Prerequisite Requirement / scheduled between Aug. to Sep.

Spring		Global Studies Courses										
App. Method	Note	Office	Course Title	Class	Term	Credit	Stand. Yr	Instruction Lang.	Campus	Max. Student#	Remarks	
B		LC	Language and Communication	1~7	S	2	1	English	NUC・KSC	12	English Requirement	
B		LC	Culture and Society	1~8	S	2	1	English	NUC・KSC	12	English Requirement	
B		LC	Academic Writing and Presentation	1~3	S	2	1	English	NUC	12	English Requirement	
B		LC	Project-based Seminar in English (Study Abroad)	1~2	S	2	1	English	NUC	20	English Requirement	
B		LC	Project-based Seminar in English (Career English)	1~2	S	2	1	English	NUC	15	English Requirement	
B		LC	Project-based Seminar in English (Critical Writing)	1	S	2	1	English	NUC	12	English Requirement	
B		LC	Project-based Seminar in English (Area Studies)	1~3	S	2	1	English	NUC	12	English Requirement	
B		CIEC	English for Cross-Cultural Studies A (Level 1)		S	2	1	English	NUC	15		
B		CIEC	English for Cross-Cultural Studies A (Level 2)		S	2	1	English	NUC	15		
B		CIEC	English for Cross-Cultural Studies A (Level 3)		S	2	1	English	NUC	15		
A		CIEC	国際情報分析	1~5	S	2	1		NUC・KSC	24		
A		CIEC	プロジェクトマネジメントI	1~2	S INT	2	1		NUC	24		
		CIEC	国際環境論		S	2	1		NUC	—		
		CIEC	世界市民論		S	2	1		NUC	—		
A		CIEC	グローバルゼミA	1~5	S	2	1		NUC・KSC	20		
A		CIEC	グローバルゼミB	1	S	2	3		NUC	—	For Participants of International Volunteer	
		CIEC	カナダ研究入門A		S	2	1		NUC	—		
A		CIEC	Topics in Canadian Studies C		S 2nd. Half	2	1	English	NUC	—		
		CIEC	北欧研究入門		S	2	1		NUC	—		
		CIEC	留学とキャリア設計		S	2	1		NUC	—		
A		CIEC	グローバルスタディーズ入門	1~4	S	2	1		NUC・KSC	45		
B		CIEC	総合日本学習科目		S INT	2~3	1	English	NUC	15		
B		CIEC	CCC Introduction to Multicultural Studies		S	2	1	English	NUC	100		
		CIEC	日本史概略		S	2	1		NUC	—	For Regular International Students	
A		CIEC	日本語教育基礎	1~2	S	2	1		NUC	40		
A		CIEC	日本語教育基礎演習	1	S	2	1		NUC	20		
■		UN	国連・外交入門 (開発)		S	2	2	English	NUC	—	For Students Registered in MS UN Program	
■		UN	Career Seminar for International Organizations	1	S	2	3	English	NUC	15	English Requirement / For Students Registered in MS UN Program	
■		UN	国連・外交フィールドワーク		S INT	2	1	English	NUC・East Timor	10	Selected by Screening. Refer to Kyogaku Web and Applicants guidelines for details.	

Spring Life Design Courses [Interdisciplinary and Collaborative Courses for Students Enrolled In and Before 2012]												
App. Method	Note	Office	Course Title	Class	Coordinator		Credit	Stand. Yr	Day& Period	Campus	Max. Student#	Remarks
A	※	HLC	ライフ・キャリア概論	1	阪口 悟	Sakaguchi Satoru	2	1	Wed/3	NUC	250	Students who passed "社会の中での自分(インターンシップ講義)" cannot take this course.
A	※	HLC	ライフ・キャリア概論	2	富岡 克彦	Tomioka Katsuhiko	2	1	Thu/2	NUC	250	Students who passed "社会の中での自分(インターンシップ講義)" cannot take this course.
A	※	HLC	ライフ・キャリア概論	3	富岡 克彦	Tomioka Katsuhiko	2	1	Wed/4	KSC	250	Students who passed "社会の中での自分(インターンシップ講義)" cannot take this course.
A		HLC	ライフデザインと仕事A【日本企業編】	1	石田 秀朗	Ishida Hideo	2	1	Fri/4	NUC	42	
A		HLC	ライフデザインと仕事A【日本企業編】	2	石田 秀朗	Ishida Hideo	2	1	Fri/5	NUC	42	
A	※	HLC	ライフ・キャリア入門演習	1	渡辺 一成	Watanabe Kazunari	2	1	Tue/1	NUC	42	Students who passed "グローバルキャリアデザイン入門" cannot take this course.
A	※	HLC	ライフ・キャリア入門演習	2	石田 典子	Ishida Noriko	2	1	Tue/3	NUC	42	Students who passed "グローバルキャリアデザイン入門" cannot take this course.
A	※	HLC	ライフ・キャリア入門演習	3	石田 典子	Ishida Noriko	2	1	Tue/4	NUC	42	Students who passed "グローバルキャリアデザイン入門" cannot take this course.
A	※	HLC	ライフ・キャリア入門演習	4	渡辺 一成	Watanabe Kazunari	2	1	Fri/1	NUC	42	Students who passed "グローバルキャリアデザイン入門" cannot take this course.
A	※	HLC	ライフ・キャリア入門演習	5	渡辺 一成	Watanabe Kazunari	2	1	Tue/3	KSC	42	Students who passed "グローバルキャリアデザイン入門" cannot take this course.
A	※	HLC	ライフ・キャリア入門演習	6	渡辺 一成	Watanabe Kazunari	2	1	Tue/4	KSC	42	Students who passed "グローバルキャリアデザイン入門" cannot take this course.
A		HLC	ライフ・キャリア実践演習	1	石田 典子	Ishida Noriko	2	1	Thu/3	NUC	42	
A		HLC	ライフ・キャリア実践演習	2	石田 典子	Ishida Noriko	2	1	Thu/4	NUC	42	
A		HLC	ライフ・キャリア実践演習	3	渡辺 一成	Watanabe Kazunari	2	1	Fri/3	NUC	42	
A		HLC	ライフ・キャリア実践演習	4	渡辺 一成	Watanabe Kazunari	2	1	Fri/4	NUC	42	
A		HLC	ライフ・キャリア実践演習	5	渡辺 一成	Watanabe Kazunari	2	1	Thu/3	KSC	42	
A		HLC	ライフ・キャリア実践演習	6	渡辺 一成	Watanabe Kazunari	2	1	Thu/4	KSC	42	
A		HLC	ライフ・キャリア発展演習	1	勝又 あずさ	Katsumata Azusa	2	2	Wed/4	NUC	30	
A		HLC	ライフ・キャリア発展演習	2	勝又 あずさ	Katsumata Azusa	2	2	Wed/2	KSC	30	
■	※	HLC	ライフ・キャリア リーダーシップ実習		勝又 あずさ	Katsumata Azusa	2	1	INT	NUC・KSC・Tokyo	20	Refer to Applicants guidelines for details.
■	※	HLC	インターンシップ実習	1	勝又 あずさ	Katsumata Azusa	1 or 2	1	INT	Company/Organization	-	Refer to Applicants guidelines for details.
A	※	HLC	キャリアゼミA	1	森 隆史	Mori Takashi	2	1	Fri/4	NUC	45	Some classes on Saturdays
A	※	HLC	キャリアゼミB	2	森 隆史	Mori Takashi	2	1	Thu/4	KSC	25	Some classes on Saturdays
■	※	HLC	キャリアゼミB		森 隆史	Mori Takashi	2	1	INT	NUC・Osaka	40	Refer to Applicants guidelines for details.
■	※	HLC	海外インターンシップ(アメリカ・ロサンゼルス)	1	勝又 あずさ	Katsumata Azusa	2	1	INT	Los Angeles	25	Refer to "KG GO GLOBAL" for details.
■	※	HLC	海外インターンシップ(ベトナム・ハノイ)		勝又 あずさ	Katsumata Azusa	2	1	INT	Hanoi	20	Refer to "KG GO GLOBAL" for details.
■	※	HLC	ハンズオン・インターンシップ実習(岩手)	1	木本 浩一 奥貫 麻紀	Kimoto Koichi Okunuki Maki	6	1	INT	Iwate Pref.	5	One month internship from early Aug. to mid Sep. at host company
■	※	HLC	ハンズオン・インターンシップ実習(福井)	1	木本 浩一 奥貫 麻紀	Kimoto Koichi Okunuki Maki	6	1	INT	Fukui Pref.	5	One month internship from early Aug. to mid Sep. at host company
■	※	HLC	ハンズオン・インターンシップ実習(石川)	1	木本 浩一 奥貫 麻紀	Kimoto Koichi Okunuki Maki	6	1	INT	Ishikawa Pref.	5	One month internship from early Aug. to mid Sep. at host company
■	※	HLC	ハンズオン・インターンシップ実習(岡山)	1	木本 浩一 奥貫 麻紀	Kimoto Koichi Okunuki Maki	6	1	INT	Okayama Pref.	5	One month internship from early Aug. to mid Sep. at host company
■	※	HLC	ハンズオン・インターンシップ実習(大阪)	1	木本 浩一 奥貫 麻紀	Kimoto Koichi Okunuki Maki	6	1	INT	Osaka Pref.	10	One month internship from early Aug. to mid Sep. at host company
■	※	HLC	ハンズオン・インターンシップ実習(兵庫)	1	木本 浩一 奥貫 麻紀	Kimoto Koichi Okunuki Maki	6	1	INT	Hyogo Pref.	10	One month internship from early Aug. to mid Sep. at host company

Spring Foundation and Interdisciplinary Courses [Interdisciplinary and Collaborative Course for Students Enrolled In and Before 2012]													
App. Method	Note	Office	Course Title	Subtitle	Class	Coordinator	Credit	Stand. Yr	Day & Period	Campus	Max. Student#	Remarks	
A		CCEP	「関学」学	関西学院の歴史	1	嶺重 淑	Mineshige Kiyoshi	2	1	Mon/4	NUC	300	
		CCEP	人権教育科目002	在日朝鮮人と人権A		高島 千代	Takashima Chiyo	2	1	Tue/4	NUC	—	
A		CCEP	人権教育科目004	ジェンダーと人権A		倉島 哲	Kurashima Akira	2	1	Tue/3	NUC	200	
A		CCEP	人権教育科目010	セクシュアリティと人権		澤田 有希子	Sawada Yukiko	2	1	Fri/2	NUC	200	
		CCEP	人権教育科目011	部落差別と人権A		宮下 博幸	Miyashita Hiroyuki	2	1	Mon/4	NUC	—	
A		CCEP	人権教育科目013	差別と人権		細見 和志	Hosomi Kazushi	2	1	Thu/5	KSC	200	
A		CCEP	災害復興学入門	「人間の復興」の視点で被災者支援を考える		斉藤 容子	Saito Yoko	2	1	Fri/2	NUC	100	
		CCEP	総合コース213	21世紀の日本研究		桑山 敬己	Kuwayama Takami	2	2	Thu/1	NUC	—	
		CCEP	総合コース536	グローバル世界に発信する「日本文化の魅力」の教育意義と教育体験		峯岸 由治	Minegishi Yoshiharu	2	1	Thu/5	NUC	—	
A		CCEP	総合コース807	Mastery for Service of theリーダーシップ		佐藤 善信	Sato Yoshinobu	2	1	Tue/4	NUC	50	
		CCEP	寄附講座207	手話の世界		松岡 克尚	Matsuoka Katsuhisa	2	1	Tue/5	NUC	—	
		CCEP	連携講座004	医学入門A		鈴木 敬一郎	Suzuki Keiichiro	2	1	Tue/3	KSC	—	
A	※	CCEP	連携講座006	早期臨床体験実習		鈴木 敬一郎	Suzuki Keiichiro	1	1	INT	HCM	20	
A	※	CCEP	連携講座008	医療入門		鈴木 敬一郎	Suzuki Keiichiro	2	1	INT	HCM	10	
A	※	CCEP	連携講座009	東洋医学入門		戴 毅	Dai Tsuyoshi	1	2	INT	HCM	10	
		CCEP	連携講座013	ソーシャル・イノベーション		実 哲也	Jitsu Tetsuya	2	1	Tue/5	KSC	—	
A	※	CCEP	連携講座014	臨床ゲノム医学入門		大村谷 昌樹	Ohmura Masaki	1	1	INT	HCM	10	
A		CCEP	スタディスキルセミナー(読む・書く・話す・聴く)		1	渡辺 一成	Watanabe Kazunari	2	1	Mon/1	NUC	30	
A		CCEP	スタディスキルセミナー(読む・書く・話す・聴く)		2	渡辺 一成	Watanabe Kazunari	2	1	Mon/2	NUC	30	
A		CCEP	スタディスキルセミナー(読む・書く・話す・聴く)		3	渡辺 一成	Watanabe Kazunari	2	1	Mon/5	NUC	30	
A		CCEP	スタディスキルセミナー(読む・書く・話す・聴く)		4	渡辺 一成	Watanabe Kazunari	2	1	Wed/1	NUC	30	
A		CCEP	スタディスキルセミナー(読む・書く・話す・聴く)		5	渡辺 一成	Watanabe Kazunari	2	1	Wed/2	NUC	30	
A		CCEP	スタディスキルセミナー(読む・書く・話す・聴く)		6	渡辺 一成	Watanabe Kazunari	2	1	Wed/4	KSC	30	
A	※	CCEP	スタディスキルセミナー(レポート執筆の基礎)		1	時任 隼平	Tokito Jumpei	2	1	Tue/5	NUC	20	
A	※	CCEP	スタディスキルセミナー(レポート執筆の基礎)		2	西口 啓太	Nishiguchi Keita	2	1	Mon/2	NUC	20	
A	※	CCEP	スタディスキルセミナー(レポート執筆の基礎)		3	西口 啓太	Nishiguchi Keita	2	1	Fri/3	NUC	20	
A	※	CCEP	スタディスキルセミナー(レポート執筆の基礎)		4	西口 啓太	Nishiguchi Keita	2	1	Fri/4	NUC	20	
A	※	CCEP	スタディスキルセミナー(レポート執筆の基礎)		5	西口 啓太	Nishiguchi Keita	2	1	Thu/3	NUC	20	
A	※	CCEP	スタディスキルセミナー(レポート執筆の基礎)		6	西口 啓太	Nishiguchi Keita	2	1	Fri/2	NUC	20	
A	※	CCEP	スタディスキルセミナー(レポート執筆の基礎)		7	福山 佑樹	Fukuyama Yuki	2	1	Wed/2	NUC	20	
A	※	CCEP	スタディスキルセミナー(レポート執筆の基礎)		8	福山 佑樹	Fukuyama Yuki	2	1	Wed/3	NUC	20	
A	※	CCEP	スタディスキルセミナー(レポート執筆の基礎)		9	福山 佑樹	Fukuyama Yuki	2	1	Wed/4	NUC	20	
A	※	CCEP	スタディスキルセミナー(レポート執筆の基礎)		10	福山 佑樹	Fukuyama Yuki	2	1	Thu/2	NUC	20	
A	※	CCEP	スタディスキルセミナー(レポート執筆の基礎)		11	福山 佑樹	Fukuyama Yuki	2	1	Thu/4	NUC	20	
A	※	CCEP	スタディスキルセミナー(レポート執筆の基礎)		12	福山 佑樹	Fukuyama Yuki	2	1	Thu/5	NUC	20	
A	※	CCEP	スタディスキルセミナー(レポート執筆の基礎)		13	三井 規裕	Mitsui Noriyasu	2	1	Mon/3	NUC	20	
A	※	CCEP	スタディスキルセミナー(レポート執筆の基礎)		14	三井 規裕	Mitsui Noriyasu	2	1	Mon/4	NUC	20	
A		CCEP	スタディスキルセミナー(文章表現)		1	中村 正憲	Nakamura Masanori	2	1	Thu/3	NUC	20	
A		CCEP	スタディスキルセミナー(文章表現)		2	中村 正憲	Nakamura Masanori	2	1	Thu/4	NUC	20	
A	※	CCEP	スタディスキルセミナー(プレゼンテーション)		1	三井 規裕	Mitsui Noriyasu	2	1	Mon/2	NUC	30	
A	※	CCEP	スタディスキルセミナー(プレゼンテーション)		2	三井 規裕	Mitsui Noriyasu	2	1	Tue/3	NUC	30	
■	※	HLC	平和学特別演習「ヒロシマ」			澤村 雅史	Sawamura Masashi	2	1	INT	NUC・Hiroshima	25	Refer to Applicants guidelines for details.
A	※	HLC	ハンズオン・プラクティス		1	木本 浩一	Kimoto Koichi	2	1	INT	NUC・Awaji Is.	25	This course is held on Saturdays.
A		HLC	社会探究入門		1	木本 浩一	Kimoto Koichi	2	1	Tue/3	NUC	45	
A		HLC	社会探究入門		2	奥貫 麻紀	Okunuki Maki	2	1	Wed/2	NUC	45	
A		HLC	社会探究入門		3	木本 浩一	Kimoto Koichi	2	1	Wed/2	KSC	45	
A		HLC	社会探究リサーチ・ベーシックA(定量編)		1	時任 隼平	Tokito Jumpei	2	1	Fri/3	NUC	30	
A		HLC	社会探究リサーチ・ベーシックA(定量編)		2	時任 隼平	Tokito Jumpei	2	1	Mon/2	KSC	30	
■	※	HLC	社会探究実習I(瀬戸内海・豊島環境FW)		1	木本 浩一	Kimoto Koichi	2	1	INT	Kagawa Pref. Teshima	15	Refer to Applicants guidelines for details.
■	※	HLC	社会探究実習II(瀬戸内海・豊島環境FW)		1	木本 浩一	Kimoto Koichi	2	1	INT	Kagawa Pref. Teshima	5	Refer to Applicants guidelines for details.
■	※	HLC	PBL特別演習002【JETRO×産研連携講座】			シュラデ A.	Schrade Anna	2	1	INT	NUC・Umeda	50	Refer to Applicants guidelines for details.
■	※	HLC	PBL特別演習006【公認会計士と挑む企業のビジネス課題】			勝又 あずさ	Katsumata Azusa	2	1	INT	NUC・Osaka	40	Refer to Applicants guidelines for details.
A	※	HLC	PBL特別演習007【阪急阪神HDと挑む社会課題】			塩見 優子	Shiomi Yuko	2	1	INT	NUC・Osaka	40	Refer to Applicants guidelines for details.
A	※	HLC	PBL特別演習007【阪急阪神HDと挑む社会課題】			奥貫 麻紀	Okunuki Maki	4	1	Wed/4, Wed/5	NUC	20	Some visits to company during the semester
■	※	HLC	PBL特別演習008【福島で学ぶ復興と原発問題】			村尾 信尚	Murao Nobutaka	2	1	INT	NUC・Fukushima Pref.	25	Refer to Applicants guidelines for details.
						時任 隼平	Tokito Jumpei	2	1	INT	NUC・Fukushima Pref.	25	Refer to Applicants guidelines for details.
A	※	HLC	PBL特別演習009【三木市・旧市街地FW】		1	奥貫 麻紀	Okunuki Maki	2	1	Tue/2	NUC・Miki	15	Hands-on training on some weekends
A	※	HLC	社会探究実践演習I(篠山・今田コミュニティ・ガバナンスFW)		1	木本 浩一	Kimoto Koichi	4	1	Wed/3, Wed/4	KSC・Sasayama	20	Hands-on training on some weekends
A	※	HLC	社会探究実践演習I(朝来・竹田城下町活性化PJ)		1	奥貫 麻紀	Okunuki Maki	4	1	Thu/3, Thu/4	NUC・Asago	20	Hands-on training on some weekends
A	※	HLC	社会探究実践演習II(篠山・今田コミュニティ・ガバナンスFW)		1	木本 浩一	Kimoto Koichi	4	1	Wed/3, Wed/4	KSC・Sasayama	5	Hands-on training on some weekends
A	※	HLC	社会探究実践演習II(朝来・竹田城下町活性化PJ)		1	奥貫 麻紀	Okunuki Maki	4	1	Thu/3, Thu/4	NUC・Asago	5	Hands-on training on some weekends

*Spring intensive program would not accept students who expected to graduate Spring 2020 (except “ハンズオン・プラクティス”, offered by HLC.)

Students, who are registered in CCC Program; Certificate Program, MS Special Program “Cross Cultural Studies”, and 実践型 “世界市民”育成プログラム・グローバルリーダーコース, can consult with CIEC for registration of intensive courses offered by CIEC.

3-2 Fall Semester Courses

Fall		Language Education Courses									
App. Method	Note	Office	Course Title	Class	Term	Credit	Stand. Yr	Instruction Lang.	Campus	Max. Student#	Remarks
■		LC	入門英語IA	11~20	F	1	1	English	NUC・KSC	25	Class will be decided by LC
■		LC	入門英語IB	11~20	F	1	1	English	NUC・KSC	25	Class will be decided by LC
■		LC	入門英語IIA	11~20	F	1	2	English	NUC・KSC	25	Class will be decided by LC
■		LC	入門英語IIB	11~20	F	1	2	English	NUC・KSC	25	Class will be decided by LC
■		LC	インテンシブ・イングリッシュ	1~30	F	3	1	English	NUC	25	Selected by Screening
A		LC	Skills-based English(Basic)	8~14	F	1	1	English	NUC・KSC	25	
A		LC	Skills-based English(Speaking & Listening)	3~4	F	2	1	English	NUC	25	
B		LC	Skills-based English(Speaking & Listening)L1	2~3	F	2	1	English	NUC	25	English Requirement
B		LC	Skills-based English(Speaking & Listening)L2	2~3	F	2	1	English	NUC	25	English Requirement
B		LC	Skills-based English(Speaking & Listening)L3	2~4	F	2	1	English	NUC・KSC	25	English Requirement
B		LC	Skills-based English(Writing)L1	2	F	1	1	English	NUC	20	English Requirement
B		LC	Skills-based English(Writing)L3	2	F	1	1	English	NUC	20	English Requirement
B		LC	Skills-based English(Reading)L1	2	F	1	1	English	NUC	25	English Requirement
B		LC	Skills-based English(Reading)L3	2	F	1	1	English	NUC	25	English Requirement
B		LC	Skills-based English(Academic)L3	3	F	2	1	English	NUC	25	English Requirement
B		LC	Skills-based English(Academic)L4	2	F	2	1	English	NUC	25	English Requirement
B		LC	Skills-based English(Business A)L2	3	F	1	1	English	NUC	25	English Requirement
B		LC	Skills-based English(Business B)L2	2~3	F	1	1	English	NUC・KSC	25	English Requirement
A		LC	Skills-based English(TOEFL)	3~6	F	1	1	English	NUC・KSC	25	
B		LC	Skills-based English(TOEFL)L2	3~4	F	1	1	English	NUC	25	English Requirement
A		LC	Skills-based English(TOEIC)	5~8	F	1	1	English	NUC・KSC	25	
B		LC	Skills-based English(TOEIC)L2	2~3	F	1	1	English	NUC	25	English Requirement
A		LC	Skills-based English(IELTS)	4~5	F	1	1	English	NUC	25	
■		LC	フランス語インテンシブ初級I	1~3	F	3	1		NUC	Approx. 20	Selected by Screening
■		LC	フランス語インテンシブ初級III	2~3	F	2	2		NUC	Approx. 20	Prerequisite Requirement
■		LC	フランス語インテンシブ中級	2	F	2	3		NUC	Approx. 20	Prerequisite Requirement
■		LC	ドイツ語インテンシブ初級I	1~2	F	3	1		NUC	Approx. 20	Selected by Screening
■		LC	ドイツ語インテンシブ初級III	2	F	2	2		NUC	Approx. 20	Prerequisite Requirement
■		LC	ドイツ語インテンシブ中級	2	F	2	3		NUC	Approx. 20	Prerequisite Requirement
		LC	基礎フランス語II	1	F	1	1		NUC	—	Prerequisite Requirement
		LC	基礎フランス語IV	1	F	1	1		NUC	—	Prerequisite Requirement
		LC	フランス語アラカルト(読む)	2	F	1	2		NUC	—	
		LC	フランス語アラカルト(書く)	2	F	1	2		NUC	—	
A		LC	フランス語アラカルト(聞く・話す)A	3	F	1	1		NUC	30	
		LC	フランス語アラカルト(聞く・話す)B	2	F	1	1		NUC	—	
		LC	フランス語アラカルト(聞く・話す)C	2	F	1	1		NUC	—	
		LC	基礎ドイツ語II	1	F	1	1		NUC	—	Prerequisite Requirement
		LC	基礎ドイツ語IV	1	F	1	1		NUC	—	Prerequisite Requirement
		LC	ドイツ語アラカルト(読む)	2	F	1	2		NUC	—	
		LC	ドイツ語アラカルト(書く)	2	F	1	2		NUC	—	
		LC	ドイツ語アラカルト(聞く・話す)A	2	F	1	1		NUC	—	
		LC	ドイツ語アラカルト(聞く・話す)B	2	F	1	1		NUC	—	
		LC	ロシア語初級II	1	F	1	1		NUC	—	Prerequisite Requirement
		LC	ロシア語初中級	2	F	1	1		NUC	—	Prerequisite Requirement
		LC	イタリア語初級I	5~6	F	1	1		NUC	—	
		LC	イタリア語初級II	2~4	F	1	1		NUC	—	Prerequisite Requirement
		LC	イタリア語初中級	2	F	1	1		NUC	—	Prerequisite Requirement
		LC	スペイン語初級II	1	F	1	1		NUC	—	Prerequisite Requirement
		LC	スペイン語中級	2~3	F	1	1		NUC	—	Prerequisite Requirement
		LC	ポルトガル語初級II	1	F	1	1		NUC	—	Prerequisite Requirement
		LC	ポルトガル語初中級	2	F	1	1		NUC	—	Prerequisite Requirement
		LC	アラビア語初級I	2	F	1	1		NUC	—	
		LC	アラビア語初級II	2	F	1	1		NUC	—	Prerequisite Requirement
		LC	アラビア語初中級	1	F	1	1		NUC	—	Prerequisite Requirement
		LC	基礎中国語II	1・2	F	1	1		NUC	—	Prerequisite Requirement
		LC	基礎中国語IV	1	F	1	1		NUC	—	Prerequisite Requirement
		LC	中国語中級	3~4	F	1	1		NUC	—	Prerequisite Requirement
		LC	朝鮮語初級II	1~3	F	1	1		NUC	—	Prerequisite Requirement
		LC	朝鮮語中級	1~2	F	1	1		NUC	—	Prerequisite Requirement
		LC	インドネシア語初級II	1~2	F	1	1		NUC	—	Prerequisite Requirement
		LC	インドネシア語初中級	2	F	1	1		NUC	—	Prerequisite Requirement
		LC	日本手話初級II	1	F	1	1		NUC	—	Prerequisite Requirement
A		CIEC	ビジネス日本語A	2~3	F	1	3		NUC・KSC	15	For Int'l Students/Refer to 日本語科目履修案内
A		CIEC	ビジネス日本語C	2~3	F	1	3		NUC・KSC	15	For Int'l Students/Refer to 日本語科目履修案内

Fall		Sport and Health Science Courses Refer to instructions on pp 56 and 57											
App. Method	Note	Office	Course Title	Subtitle	Class	Coordinator		Credit	Stand. Yr	Day& Period	Campus	Max. Student#	Remarks
A		SH	スポーツ科学講義A	野球の科学	2	中山 倂一	Nakayama Teiichi	2	1	Fri/3	NUC	200	
A		SH	健康科学講義A	心と健康	2	永石 高敏	Nagaishi Takatoshi	2	1	Mon/5	NUC	200	
A		SH	体育方法学講義C	体育講義	3	溝畑 潤	Mizohata Jun	2	1	Thu/1	NUC	200	
A		SH	体育方法学講義C	体育講義 KSC	4	山下 伸一	Yamashita Shin-ichi	2	1	Wed/3	KSC	200	
A		SH	スポーツ科学演習A	卓球	4	高島 規郎	Takashima Norio	2	1	Thu/1	NUC	30	
A		SH	スポーツ科学演習A	卓球	5	高島 規郎	Takashima Norio	2	1	Thu/2	NUC	30	
A		SH	スポーツ科学演習A	卓球	6	高島 規郎	Takashima Norio	2	1	Thu/3	NUC	30	
A		SH	スポーツ科学演習A	テニス	11	浦田 達也	Urata Tatsuya	2	1	Tue/2	NUC	30	
A		SH	スポーツ科学演習A	バドミントン	23	山本 浩二	Yamamoto Koji	2	1	Fri/2	NUC	30	
A		SH	スポーツ科学演習A	バドミントン	24	仲田 秀臣	Nakata Hideomi	2	1	Thu/2	NUC	30	
A		SH	スポーツ科学演習A	バドミントン	25	仲田 秀臣	Nakata Hideomi	2	1	Thu/3	NUC	30	
A		SH	スポーツ科学演習C	サッカー	2	森 祐貴	Mori Yuki	2	1	Mon/2	NUC	30	
A		SH	スポーツ科学演習C	ソフトボール	13	中山 倂一	Nakayama Teiichi	2	1	Thu/1	NUC	30	
A		SH	スポーツ科学演習C	ソフトボール	14	中山 倂一	Nakayama Teiichi	2	1	Fri/2	NUC	30	
A		SH	スポーツ科学演習D	バスケットボール	3	浦田 達也	Urata Tatsuya	2	1	Tue/3	NUC	30	
A		SH	スポーツ科学演習D	バレーボール	12	森 祐貴	Mori Yuki	2	1	Mon/1	NUC	30	
A		SH	スポーツ科学演習D	バレーボール	13	高見 和至	Takami Kazushi	2	1	Fri/2	NUC	30	
A		SH	スポーツ科学演習E	格技	2	山本 浩二	Yamamoto Koji	2	1	Fri/3	NUC	30	
A	※	SH	スポーツ科学演習F	水泳・水球	2	川上 光宣	Kawakami Mitsunori	2	1	Tue/3	NUC	30	
A		SH	健康科学演習A	フィットネス	2	笹場 育子	Sasaba Ikuko	2	1	Thu/2	NUC	30	
A		SH	健康科学演習B	トレーニング	1	中山 倂一	Nakayama Teiichi	2	1	Fri/1	NUC	30	
A		SH	健康科学演習C	ニュースポーツ	2	林 直也	Hayashi Naoya	2	1	Wed/2	NUC	30	
A		SH	体育方法学演習C	体育実技	12	甲斐 知彦	Kai Tomohiko	2	1	Mon/1	NUC	35	
A		SH	体育方法学演習C	体育実技	13	森 祐貴	Mori Yuki	2	1	Mon/3	NUC	35	
A		SH	体育方法学演習C	体育実技	14	笹場 育子	Sasaba Ikuko	2	1	Tue/1	NUC	35	
A		SH	体育方法学演習C	体育実技	15	林 直也	Hayashi Naoya	2	1	Wed/1	NUC	35	
A		SH	体育方法学演習C	体育実技 KSC	16	木谷 織信	Kitani Orinobu	2	1	Tue/1	KSC	35	
A		SH	体育方法学演習C	体育実技 KSC	17	木谷 織信	Kitani Orinobu	2	1	Tue/2	KSC	35	
A		SH	体育方法学演習C	体育実技 KSC	18	木谷 織信	Kitani Orinobu	2	1	Tue/3	KSC	35	
A		SH	体育方法学演習C	体育実技 KSC	19	山下 伸一	Yamashita Shin-ichi	2	1	Wed/1	KSC	35	
A		SH	体育方法学演習C	体育実技 KSC	20	山下 伸一	Yamashita Shin-ichi	2	1	Wed/2	KSC	35	
A		SH	体育方法学演習C	体育実技 KSC	21	溝畑 潤	Mizohata Jun	2	1	Fri/1	KSC	35	
A		SH	体育方法学演習C	体育実技 KSC	22	溝畑 潤	Mizohata Jun	2	1	Fri/2	KSC	35	
A		SH	体育方法学演習C	体育実技 KSC	23	溝畑 潤	Mizohata Jun	2	1	Fri/3	KSC	35	
A		SH	余暇生活学演習D	冬期アウトドア(スキー・スノーボード)	1~4	佐藤 博信	Sato Hironobu	2	1	INT	NUC・Off Campus	32 (8/class)	Three Prior Trainings will be held between Sep. and Jan. (The main activity is held on Feb.)

Fall		Information Science Courses										
App. Method	Note	Office	Course Title	Class	Coordinator		Credit	Stand. Yr	Day& Period	Campus	Max. Student#	Remarks
A		CCEP	コンピュータ基礎	15	岩田 一男	Iwata Kazuo	2	1	Wed/1	NUC	78	
A		CCEP	コンピュータ基礎	16	岩田 一男	Iwata Kazuo	2	1	Wed/2	NUC	78	
A		CCEP	コンピュータ基礎	17	岩田 一男	Iwata Kazuo	2	1	Wed/3	NUC	78	
A		CCEP	コンピュータ基礎	18	古隅 弘樹	Furuzumi Hiroki	2	1	Fri/1	NUC	78	
A		CCEP	コンピュータ基礎	19	西本 実苗	Nishimoto Minae	2	1	Tue/3	NUC	78	
A		CCEP	コンピュータ基礎	20	西本 実苗	Nishimoto Minae	2	1	Tue/4	NUC	78	
A		CCEP	コンピュータ基礎	21	西本 実苗	Nishimoto Minae	2	1	Tue/5	NUC	78	
A		CCEP	コンピュータ基礎	22	玉本 拓郎	Tamamoto Takuro	2	1	Wed/4	NUC	78	
A		CCEP	コンピュータ基礎	23	橋本 幸枝	Hashimoto Yukie	2	1	Fri/4	NUC	78	
A		CCEP	コンピュータ基礎	24	後藤 達也	Goto Tatsuya	2	1	Wed/5	NUC	78	
A		CCEP	コンピュータ基礎	25	谷村 要	Tanimura Kaname	2	1	Fri/5	NUC	78	
A		CCEP	コンピュータ基礎	26	近藤 晶子	Kondo Akiko	2	1	Tue/2	NUC	78	
A		CCEP	コンピュータ基礎	27	近藤 晶子	Kondo Akiko	2	1	Tue/4	NUC	78	
A		CCEP	コンピュータ実践(表計算)	13	玉本 拓郎	Tamamoto Takuro	2	1	Wed/5	NUC	30	
A		CCEP	コンピュータ実践(表計算)	14	谷村 要	Tanimura Kaname	2	1	Fri/3	NUC	30	
A		CCEP	コンピュータ実践(表計算)	15	森際 孝司	Morigiwa Takashi	2	1	Mon/3	NUC	30	
A		CCEP	コンピュータ実践(表計算)	16	森際 孝司	Morigiwa Takashi	2	1	Mon/5	NUC	30	
A		CCEP	コンピュータ実践(表計算)	17	周防 節雄	Suoh Setsuo	2	1	Thu/4	NUC	30	
A		CCEP	コンピュータ実践(表計算)	18	島野 達雄	Shimano Tatsuo	2	1	Mon/2	NUC	30	
A		CCEP	コンピュータ実践(表計算)	19	島野 達雄	Shimano Tatsuo	2	1	Mon/4	NUC	30	
A		CCEP	コンピュータ実践(表計算)	20	島野 達雄	Shimano Tatsuo	2	1	Wed/3	NUC	30	
A	※	CCEP	コンピュータ実践(表計算)	21	内田 啓太郎	Uchida Keitaro	2	1	Tue/2	NUC	30	
A		CCEP	コンピュータ実践(表計算)	22	箱井 英寿	Hakoi Hidekazu	2	1	Fri/1	NUC	30	
A		CCEP	コンピュータ実践(表計算)	23	高田 茂樹	Takada Shigeki	2	1	Thu/2	NUC	30	
A		CCEP	コンピュータ実践(表計算)	24	高田 茂樹	Takada Shigeki	2	1	Thu/3	NUC	30	
A		CCEP	コンピュータ実践(データ分析)	4	後藤 達也	Goto Tatsuya	2	1	Wed/4	NUC	30	
A		CCEP	コンピュータ実践(データ分析)	5	周防 節雄	Suoh Setsuo	2	1	Thu/3	NUC	30	
A		CCEP	コンピュータ実践(データ分析)	6	箱井 英寿	Hakoi Hidekazu	2	1	Fri/2	NUC	30	
A		CCEP	プログラミング言語基礎(ActionScript)	5	鍵本 聡	Kagimoto Satoshi	2	1	Wed/4	NUC	30	
A		CCEP	プログラミング言語基礎(ActionScript)	6	鍵本 聡	Kagimoto Satoshi	2	1	Wed/5	NUC	30	
A		CCEP	プログラミング言語基礎(ActionScript)	7	森 巧尚	Mori Yoshinao	2	1	Tue/3	NUC	30	
A		CCEP	プログラミング言語基礎(C)		古隅 弘樹	Furuzumi Hiroki	2	1	Fri/2	NUC	30	
A		CCEP	プログラミング言語基礎(Java)	2	岩田 一男	Iwata Kazuo	2	1	Tue/1	NUC	30	
A		CCEP	プログラミング言語基礎(JavaScript)	3	西本 実苗	Nishimoto Minae	2	1	Mon/5	NUC	30	
A		CCEP	プログラミング言語基礎(JavaScript)	4	西本 実苗	Nishimoto Minae	2	1	Tue/2	NUC	30	
A		CCEP	プログラミング言語基礎(Processing)	4	鍵本 聡	Kagimoto Satoshi	2	1	Wed/2	NUC	30	
A		CCEP	プログラミング言語基礎(Processing)	5	高田 茂樹	Takada Shigeki	2	1	Mon/2	NUC	30	
A		CCEP	プログラミング言語基礎(Processing)	6	高田 茂樹	Takada Shigeki	2	1	Mon/3	NUC	30	
A		CCEP	プログラミング言語基礎(Python)	2	池田 瑞穂	Ikeda Mizuho	2	1	Thu/4	NUC	30	
A		CCEP	プログラミング言語基礎(Python)	3	森 巧尚	Mori Yoshinao	2	1	Tue/4	NUC	30	
A		CCEP	プログラミング言語応用(PHP)	2	池田 瑞穂	Ikeda Mizuho	2	1	Thu/3	NUC	30	
		CCEP	文科系学生のための情報技術入門	2	高田 茂樹	Takada Shigeki	2	1	Tue/5	NUC	-	
		CCEP	情報技術概論	2	池田 瑞穂	Ikeda Mizuho	2	1	Thu/2	NUC	-	

Fall		AI use of human resource development courses										
App. Method	Note	Office	Course Title	Class	Coordinator		Credit	Stand. Yr	Day& Period	Campus	Max. Student#	Remarks
A		CCEP	AI 活用入門	4	西野 均	Nishino Hitoshi	2	1	Tue/4	NUC	150	
A		CCEP	AI 活用入門	5	西野 均	Nishino Hitoshi	2	1	Thu/4	NUC	150	
A		CCEP	AI 活用入門	6	巳波 弘佳	Miwa Hiroyoshi	2	1	Wed/3	KSC	150	
A		CCEP	AI 活用導入演習 A	3	西野 均	Nishino Hitoshi	2	1	Tue/1	NUC	50	Prerequisite Requirement
A		CCEP	AI 活用導入演習 A	4	西野 均	Nishino Hitoshi	2	1	Wed/4	KSC	50	Prerequisite Requirement
A		CCEP	AI 活用導入演習 B	3	西野 均	Nishino Hitoshi	2	1	Thu/2	NUC	50	Prerequisite Requirement
A		CCEP	AI 活用導入演習 B	4	西野 均	Nishino Hitoshi	2	1	Wed/5	KSC	50	Prerequisite Requirement
A	※	CCEP	AI 活用実践演習 A (Java による Web アプリケーションデザイン)	2	陰山 真矢	Kageyama Maya	2	2	INT	NUC	50	Prerequisite Requirement / scheduled between Feb. to March
A		CCEP	AI 活用実践演習 B (Python による機械学習・深層学習)	2	岩森 俊哉	Iwamori Toshiya	2	2	INT	NUC	50	Prerequisite Requirement / scheduled between Feb. to March
A		CCEP	AI 活用実践演習 C (Web デザイン)	2	陰山 真矢	Kageyama Maya	2	2	INT	NUC	50	Prerequisite Requirement / scheduled between Feb. to March
A		CCEP	AI 活用データサイエンス実践演習 I	2	西野 均	Nishino Hitoshi	2	2	INT	NUC	50	Prerequisite Requirement / scheduled between Feb. to March
A		CCEP	AI 活用データサイエンス実践演習 II	2	西野 均	Nishino Hitoshi	2	3	INT	NUC	50	Prerequisite Requirement / scheduled between Feb. to March
A		CCEP	AI 活用発展演習 I		西野 均	Nishino Hitoshi	2	3	INT	NUC	30	Prerequisite Requirement / scheduled between Feb. to March

Fall		Global Studies Courses									
App. Method	Note	Office	Course Title	Class	Term	Credit	Stand. Yr	Instruction Lang.	Campus	Max. Student#	Remarks
B		LC	Language and Communication	8~16	F	2	1	English	NUC・KSC	12	English Requirement
B		LC	Culture and Society	9~18	F	2	1	English	NUC・KSC	12	English Requirement
B		LC	Academic Writing and Presentation	4~6	F	2	1	English	NUC	12	English Requirement
B		LC	Project-based Seminar in English(Study Abroad)	3~5	F	2	1	English	NUC	20	English Requirement
B		LC	Project-based Seminar in English(Career English)	3~4	F	2	1	English	NUC	15	English Requirement
B		LC	Project-based Seminar in English(Critical Writing)	2	F	2	1	English	NUC	12	English Requirement
B		LC	Project-based Seminar in English(Area Studies)	4~6	F	2	1	English	NUC	12	English Requirement
B		CIEC	English for Cross-Cultural Studies B (Level 1)		F	2	1	English	NUC	15	
B		CIEC	English for Cross-Cultural Studies B (Level 2)		F	2	1	English	NUC	15	
B		CIEC	English for Cross-Cultural Studies B (Level 3)		F	2	1	English	NUC	15	
A		CIEC	国際情報分析	6~10	F	2	1		NUC・KSC	24	
		CIEC	教育開発論		F	2	1		NUC	—	
A		CIEC	プロジェクトマネジメントI	3~4	F INT	2	1		NUC	24	
A		CIEC	グローバルゼミA	6~10	F	2	1		NUC・KSC	20	
A		CIEC	グローバルゼミB	2	F	2	3		NUC	—	For Participants of International Volunteer
A		CIEC	グローバルスタディーズ入門	5~8	F	2	1		NUC・KSC	45	
		CIEC	カナダ研究入門B		F	2	1		NUC	—	
A		CIEC	Topics in Canadian Studies A		F	2	1	English	NUC	—	
A		CIEC	Topics in Canadian Studies B		F	2	1	English	NUC	—	
B		CIEC	総合日本学習科目		F F INT	2	1	English	NUC	15	
B		CIEC	CCC Introduction to Multicultural Studies		F F INT	2	1	English	NUC	100	
B		CIEC	CCC Introduction to International Relations		F INT	2	1	English	NUC	100	
A		CIEC	日本語教育基礎	3~4	F	2	1		NUC・KSC	40	
A		CIEC	日本語教育基礎演習	2	F	2	1		NUC	20	
■		UN	国連・外交入門 (平和・人権・人道)		F	2	2	English	NUC	—	For Students Registered in MS UN Program
■		UN	国際教養としての時事問題		F INT	1	1		NUC	50	Only for freshmen. Selected by Screening. Refer to Kyogaku Web and Applicants guidelines for details.
■		UN	Career Seminar for International Organizations	2	F	2	3	English	NUC	15	For Students Registered in MS UN Program

Fall												Life Design Courses [Interdisciplinary and Collaborative Courses for Students Enrolled In and Before 2012]											
App. Method	Note	Office	Course Title	Class	Coordinator		Credit	Stand. Yr	Day & Period	Campus	Max. Student#	Remarks											
A	※	HLC	ライフ・キャリア概論	4	阪口 悟	Sakaguchi Satoru	2	1	Wed/2	NUC	250	Students who passed "社会の中の自分(インターンシップ講義)" cannot take this course.											
A	※	HLC	ライフ・キャリア概論	5	阪口 悟	Sakaguchi Satoru	2	1	Wed/3	NUC	250	Students who passed "社会の中の自分(インターンシップ講義)" cannot take this course.											
A	※	HLC	ライフ・キャリア概論	6	富岡 克彦	Tomioka Katsuhiko	2	1	Thu/2	NUC	250	Students who passed "社会の中の自分(インターンシップ講義)" cannot take this course.											
A	※	HLC	ライフ・キャリア概論	7	富岡 克彦	Tomioka Katsuhiko	2	1	Wed/4	KSC	250	Students who passed "社会の中の自分(インターンシップ講義)" cannot take this course.											
A		HLC	ライフデザインと仕事A【日本企業編】	3	石田 秀朗	Ishida Hideo	2	1	Fri/4	NUC	42												
A		HLC	ライフデザインと仕事A【日本企業編】	4	石田 秀朗	Ishida Hideo	2	1	Fri/5	NUC	42												
A		HLC	ライフデザインと仕事B【外資系企業編】	1	勝又 あずさ	Katsumata Azusa	2	1	Tue/2	NUC	120												
A		HLC	ライフデザインと仕事B【外資系企業編】	2	勝又 あずさ	Katsumata Azusa	2	1	Tue/3	NUC	120												
A	※	HLC	ライフ・キャリア入門演習	7	渡辺 一成	Watanabe Kazunari	2	1	Tue/1	NUC	42	Students who passed "グローバルキャリアデザイン入門" cannot take this course.											
A	※	HLC	ライフ・キャリア入門演習	8	石田 典子	Ishida Noriko	2	1	Tue/3	NUC	42	Students who passed "グローバルキャリアデザイン入門" cannot take this course.											
A	※	HLC	ライフ・キャリア入門演習	9	石田 典子	Ishida Noriko	2	1	Tue/4	NUC	42	Students who passed "グローバルキャリアデザイン入門" cannot take this course.											
A	※	HLC	ライフ・キャリア入門演習	10	渡辺 一成	Watanabe Kazunari	2	1	Fri/1	NUC	42	Students who passed "グローバルキャリアデザイン入門" cannot take this course.											
A	※	HLC	ライフ・キャリア入門演習	11	渡辺 一成	Watanabe Kazunari	2	1	Tue/3	KSC	42	Students who passed "グローバルキャリアデザイン入門" cannot take this course.											
A	※	HLC	ライフ・キャリア入門演習	12	渡辺 一成	Watanabe Kazunari	2	1	Tue/4	KSC	42	Students who passed "グローバルキャリアデザイン入門" cannot take this course.											
A		HLC	ライフ・キャリア実践演習	7	石田 典子	Ishida Noriko	2	1	Thu/3	NUC	42												
A		HLC	ライフ・キャリア実践演習	8	石田 典子	Ishida Noriko	2	1	Thu/4	NUC	42												
A		HLC	ライフ・キャリア実践演習	9	渡辺 一成	Watanabe Kazunari	2	1	Fri/3	NUC	42												
A		HLC	ライフ・キャリア実践演習	10	渡辺 一成	Watanabe Kazunari	2	1	Fri/4	NUC	42												
A		HLC	ライフ・キャリア実践演習	11	渡辺 一成	Watanabe Kazunari	2	1	Thu/3	KSC	42												
A		HLC	ライフ・キャリア実践演習	12	渡辺 一成	Watanabe Kazunari	2	1	Thu/4	KSC	42												
A		HLC	ライフ・キャリア発展演習	3	勝又 あずさ	Katsumata Azusa	2	2	Wed/4	NUC	30												
A		HLC	ライフ・キャリア発展演習	4	勝又 あずさ	Katsumata Azusa	2	2	Wed/2	KSC	30												
■	※	HLC	インターンシップ実習	2	勝又 あずさ	Katsumata Azusa	1 or 2	1	INT	Company/ Organization	-	Refer to Applicants guidelines for details.											
■	※	HLC	キャリアゼミC		森 隆史	Mori Takashi	2	1	INT	NUC・Tokyo	40	Refer to Applicants guidelines for details.											
■	※	HLC	霞が関セミナー		勝又 あずさ	Katsumata Azusa	2	1	INT	NUC・Tokyo	60	Refer to Applicants guidelines for details.											
■	※	HLC	海外インターンシップ(アメリカ・ロサンゼルス)	2	勝又 あずさ	Katsumata Azusa	2	1	INT	Los Angeles	25	Refer to "KG GO GLOBAL" for details.											
■	※	HLC	ハンズオン・インターンシップ実習(岩手)	2	木本 浩一 奥貫 麻紀	Kimoto Koichi Okunuki Maki	6	1	INT	Iwate Pref.	5	One month internship from early Feb. to mid Mar. at host company											
■	※	HLC	ハンズオン・インターンシップ実習(福井)	2	木本 浩一 奥貫 麻紀	Kimoto Koichi Okunuki Maki	6	1	INT	Fukui Pref.	5	One month internship from early Feb. to mid Mar. at host company											
■	※	HLC	ハンズオン・インターンシップ実習(石川)	2	木本 浩一 奥貫 麻紀	Kimoto Koichi Okunuki Maki	6	1	INT	Ishikawa Pref.	5	One month internship from early Feb. to mid Mar. at host company											
■	※	HLC	ハンズオン・インターンシップ実習(岡山)	2	木本 浩一 奥貫 麻紀	Kimoto Koichi Okunuki Maki	6	1	INT	Okayama Pref.	5	One month internship from early Feb. to mid Mar. at host company											
■	※	HLC	ハンズオン・インターンシップ実習(大阪)	2	木本 浩一 奥貫 麻紀	Kimoto Koichi Okunuki Maki	6	1	INT	Osaka Pref.	10	One month internship from early Feb. to mid Mar. at host company											
■	※	HLC	ハンズオン・インターンシップ実習(兵庫)	2	木本 浩一 奥貫 麻紀	Kimoto Koichi Okunuki Maki	6	1	INT	Hyogo Pref.	10	One month internship from early Feb. to mid Mar. at host company											

Fall													Foundation and Interdisciplinary Courses [Interdisciplinary and Collaborative Course for Students Enrolled In and Before 2012]												
App. Method	Note	Office	Course Title	Subtitle	Class	Coordinator		Credit	Stand. Yr	Day & Period	Campus	Max. Student#	Remarks												
A		CCEP	「関学」学	関西学院の歴史	2	嶺重 淑	Mineshige Kiyoshi	2	1	Mon/4	NUC	300													
		CCEP	「関学」学	関西学院の歴史	3	細見 和志	Hosomi Kazushi	2	1	Tue/5	KSC	—													
		CCEP	人権教育科目003	在日朝鮮人と人権B		高島 千代	Takashima Chiyo	2	1	Tue/4	NUC	—													
A		CCEP	人権教育科目005	ジェンダーと人権B		倉島 哲	Kurashima Akira	2	1	Tue/3	NUC	200													
		CCEP	人権教育科目007	人権と共生		村瀬 義史	Murase Yoshifumi	2	1	Thu/5	KSC	—													
A		CCEP	人権教育科目009	多文化社会と人権		高井 由起子	Takai Yukiko	2	1	Mon/2	NUC	200													
		CCEP	人権教育科目012	部落差別と人権B		宮下 博幸	Miyashita Hiroyuki	2	1	Mon/4	NUC	—													
A	※	CCEP	人権教育科目016	人権問題演習		阿部 潔	Abe Kiyoshi	2	1	Mon/4	NUC	24	Prerequisites Course Requirement												
A	※	CCEP	人権教育科目017	障害と人権		小谷 正登	Kotani Masato	2	1	Thu/3	NUC	150													
A		CCEP	災害復興学	一人ひとりに着目した「人間復興」の学問的理論を考える		斉藤 容子	Saito Yoko	2	1	Fri/2	NUC	100													
A		CCEP	総合コース214	地方創生・地域再生論		大熊 省三	Okuma Shozo	2	2	Mon/5	NUC	50													
		CCEP	寄附講座206	大学とスポーツ		岡田 太志	Okada Taishi	2	1	Fri/1	NUC	—													
		CCEP	連携講座002	たからづか学		佐竹 隆幸	Satake Takayuki	2	1	Thu/4	NUC	—													
		CCEP	連携講座005	医学入門B		辻村 亨	Tsujimura Tohru	2	1	Wed/4	NUC	—													
		CCEP	連携講座016	地域メディア論		佐藤 善信	Sato Yoshinobu	2	1	Tue/4	NUC	—													
A		CCEP	スタディスキルセミナー(読む・書く・話す・聴く)		7	渡辺 一成	Watanabe Kazunari	2	1	Mon/1	NUC	30													
A		CCEP	スタディスキルセミナー(読む・書く・話す・聴く)		8	渡辺 一成	Watanabe Kazunari	2	1	Mon/2	NUC	30													
A		CCEP	スタディスキルセミナー(読む・書く・話す・聴く)		9	渡辺 一成	Watanabe Kazunari	2	1	Mon/5	NUC	30													
A		CCEP	スタディスキルセミナー(読む・書く・話す・聴く)		10	渡辺 一成	Watanabe Kazunari	2	1	Wed/1	NUC	30													
A		CCEP	スタディスキルセミナー(読む・書く・話す・聴く)		11	渡辺 一成	Watanabe Kazunari	2	1	Wed/2	NUC	30													
A		CCEP	スタディスキルセミナー(読む・書く・話す・聴く)		12	渡辺 一成	Watanabe Kazunari	2	1	Wed/4	KSC	30													
A	※	CCEP	スタディスキルセミナー(レポート執筆の基礎)		15	西口 啓太	Nishiguchi Keita	2	1	Mon/2	NUC	20													
A	※	CCEP	スタディスキルセミナー(レポート執筆の基礎)		16	西口 啓太	Nishiguchi Keita	2	1	Mon/3	NUC	20													
A	※	CCEP	スタディスキルセミナー(レポート執筆の基礎)		17	西口 啓太	Nishiguchi Keita	2	1	Mon/4	NUC	20													
A	※	CCEP	スタディスキルセミナー(レポート執筆の基礎)		18	西口 啓太	Nishiguchi Keita	2	1	Tue/2	NUC	20													
A	※	CCEP	スタディスキルセミナー(レポート執筆の基礎)		19	西口 啓太	Nishiguchi Keita	2	1	Tue/3	NUC	20													
A	※	CCEP	スタディスキルセミナー(レポート執筆の基礎)		20	西口 啓太	Nishiguchi Keita	2	1	Tue/4	NUC	20													
A	※	CCEP	スタディスキルセミナー(レポート執筆の基礎)		21	福山 佑樹	Fukuyama Yuki	2	1	Wed/2	NUC	20													
A	※	CCEP	スタディスキルセミナー(レポート執筆の基礎)		22	福山 佑樹	Fukuyama Yuki	2	1	Wed/3	NUC	20													
A	※	CCEP	スタディスキルセミナー(レポート執筆の基礎)		23	福山 佑樹	Fukuyama Yuki	2	1	Wed/4	NUC	20													
A	※	CCEP	スタディスキルセミナー(レポート執筆の基礎)		24	福山 佑樹	Fukuyama Yuki	2	1	Thu/2	NUC	20													
A	※	CCEP	スタディスキルセミナー(レポート執筆の基礎)		25	福山 佑樹	Fukuyama Yuki	2	1	Thu/4	NUC	20													
A	※	CCEP	スタディスキルセミナー(レポート執筆の基礎)		26	福山 佑樹	Fukuyama Yuki	2	1	Thu/5	NUC	20													
A	※	CCEP	スタディスキルセミナー(レポート執筆の基礎)		27	三井 規裕	Mitsui Noriyasu	2	1	Fri/3	NUC	20													
A	※	CCEP	スタディスキルセミナー(レポート執筆の基礎)		28	三井 規裕	Mitsui Noriyasu	2	1	Fri/4	NUC	20													
A		CCEP	スタディスキルセミナー(文章表現)		3	中村 正憲	Nakamura Masanori	2	1	Thu/3	NUC	20													
A		CCEP	スタディスキルセミナー(文章表現)		4	中村 正憲	Nakamura Masanori	2	1	Thu/4	NUC	20													
A	※	CCEP	スタディスキルセミナー(プレゼンテーション)		3	三井 規裕	Mitsui Noriyasu	2	1	Tue/3	NUC	30													
A	※	CCEP	スタディスキルセミナー(プレゼンテーション)		4	三井 規裕	Mitsui Noriyasu	2	1	Fri/2	NUC	30													
A	※	HLC	ハンズオン・プラクティス		2	木本 浩一	Kimoto Koichi	2	1	INT	NUC・Awaji Is.	25	This course is held on Saturdays.												
A		HLC	社会探究入門		4	木本 浩一	Kimoto Koichi	2	1	Tue/3	NUC	45													
A		HLC	社会探究入門		5	奥貫 麻紀	Okunuki Maki	2	1	Wed/2	NUC	45													
A		HLC	社会探究入門		6	木本 浩一	Kimoto Koichi	2	1	Wed/2	KSC	45													
A		HLC	社会探究リサーチ・ベシッパB(定性編)		1	時任 隼平	Tokito Jumpei	2	1	Mon/2	NUC	30													
A		HLC	社会探究リサーチ・ベシッパB(定性編)		2	時任 隼平	Tokito Jumpei	2	1	Tue/2	KSC	30													
■	※	HLC	社会探究実習I(瀬戸内海・豊島環境FW)		2	木本 浩一	Kimoto Koichi	2	1	INT	Kagawa Pref. Teshima	15	Refer to Applicants guidelines for details.												
■	※	HLC	社会探究実習I(広島・江田島平和FW)			木本 浩一	Kimoto Koichi	2	1	INT	Hiroshima Pref. Edajima	15	Refer to Applicants guidelines for details.												
■	※	HLC	社会探究実習II(瀬戸内海・豊島環境FW)		2	木本 浩一	Kimoto Koichi	2	1	INT	Kagawa Pref. Teshima	5	Refer to Applicants guidelines for details.												
■	※	HLC	社会探究実習II(広島・江田島平和FW)			木本 浩一	Kimoto Koichi	2	1	INT	Hiroshima Pref. Edajima	5	Refer to Applicants guidelines for details.												
A	※	HLC	PBL特別演習004[富士ゼロックス兵庫(株)「志プロジェクト」]			時任 隼平	Tokito Jumpei	4	1	Mon/4, Mon/5	NUC	24	Some visits to company during the semester												
A		HLC	PBL特別演習005[アントレプレナー養成講座]		1	西元 涼	Nishimoto Ryo	2	1	Mon/5	NUC	25													
A		HLC	PBL特別演習005[アントレプレナー養成講座]		2	西元 涼	Nishimoto Ryo	2	1	Mon/3	KSC	25													
A	※	HLC	PBL特別演習009[三木市・旧市街地FW]		2	奥貫 麻紀	Okunuki Maki	2	1	Tue/2	NUC・Miki	15	Hands-on training on some weekends												
A	※	HLC	社会探究実践演習I(篠山・今田コミュニティ・ガバナンスFW)		2	木本 浩一	Kimoto Koichi	4	1	Wed/3, Wed/4	KSC・Sasayama	20	Hands-on training on some weekends												
A	※	HLC	社会探究実践演習I(朝来・竹田城下町活性化PJ)		2	奥貫 麻紀	Okunuki Maki	4	1	Thu/3, Thu/4	NUC・Asago	20	Hands-on training on some weekends												
A	※	HLC	社会探究実践演習II(篠山・今田コミュニティ・ガバナンスFW)		2	木本 浩一	Kimoto Koichi	4	1	Wed/3, Wed/4	KSC・Sasayama	5	Hands-on training on some weekends												
A	※	HLC	社会探究実践演習II(朝来・竹田城下町活性化PJ)		2	奥貫 麻紀	Okunuki Maki	4	1	Thu/3, Thu/4	NUC・Asago	5	Hands-on training on some weekends												

*Fall intensive program would not accept students who expected to graduate Fall 2020 (except “ハンズオン・プラクティス”, offered by HLC.)

Students, who are registered in CCC Program; Certificate Program, MS Special Program “Cross Cultural Studies”, and 実践型 “世界市民”育成プログラム・グローバルリーダーコース, can consult with CIEC for registration of intensive courses offered by CIEC.

VI Graduation

1. Graduation in Three Years

Students must be enrolled at the university for four years or longer (excluding any period of leave of absence) to graduate. However, those who meet the following criteria may be permitted to graduate in three years. Students who wish to do so must make a request for approval within a specified period.

<Excerpts from the Bylaws of the School of International Studies>

1. Students who wish to advance to a graduate school of Kwansei Gakuin University, and have been admitted to the graduate school may be permitted to graduate from the SIS in three years upon approval by the SIS Faculty Board.
2. Students who have passed the transfer examination to another school at Kwansei Gakuin University under the Joint Degree Program may be permitted to graduate from the SIS in three years upon approval by the SIS Faculty Board.
3. Students who wish to graduate in three years must be enrolled at the SIS for three years, have earned all credits required for graduation by the end of the 3rd year, and have a GPA of 3.0 or higher at the end of the 3rd year.
4. Students who wish to graduate in three years must earn eight credits from the International Studies Advanced Courses specified by their 研究演習 I/Research Seminar I instructor to substitute for 研究演習 II/Research Seminar II and 卒業論文/Graduation Thesis.
5. Students who wish to graduate in three years under this system must submit a request form within a specified period.

(1) Three-year Graduation Request

- (i) Students must consult with their Research Seminar I/研究演習 I instructor to determine the courses they must take to earn credits to substitute for Research Seminar II/研究演習 II and Graduation Thesis/卒業論文.

<Notes on substitute courses>

- Substitute courses must be selected from the courses in International Studies Advanced Courses (Core Courses), International Studies Advanced Courses (North American Studies), and International Studies Advanced Courses (Asian Studies).
 - If the selected courses require application, students must apply in person within the application period. If they are not selected to register for the courses, they must consult with their Research Seminar I/研究演習 I instructor to make changes to the course selection.
 - Students are not allowed to select courses from which they have already earned credits.
- (ii) Students must obtain the request form for three-year graduation at the SIS office.
 - (iii) Students must fill out the request form, receive a stamp seal/signature from the Research Seminar I/研究演習 I instructor, and submit the completed form to the SIS office within the specified period on the following page.

Request Period for Three-year Graduation:

Thursday, March 19, 2020 – Monday, April 20, 2020

Weekdays: 8:50-11:30 / 12:30-16:50, Saturdays: 8:50-12:20

※We will announce details of the procedure for students who are studying abroad at this point by Kyogaku Web Service in around March 2020.

(2) Announcement

Students who have been approved to graduate in three years will be announced on the SIS bulletin board in early March 2021.

(3) Unmet Requirements

Students who made the request for three-year graduation but were not able to meet the requirements will not be permitted to graduate in three years. Even if they have earned the credits from courses to substitute for Research Seminar II/研究演習 II and Graduation Thesis/卒業論文, they must register for and earn credits from Research Seminar II/研究演習 II and Graduation Thesis/卒業論文.

2. Graduation Extension

The graduation extension system allows students who have been enrolled at the university for four years and longer, and have earned all the credits required for graduation to extend their graduation by making a request to their school office. Students may be permitted to extend their graduation upon approval **only once during their enrollment at the university and for the maximum period of two semesters (one year).**

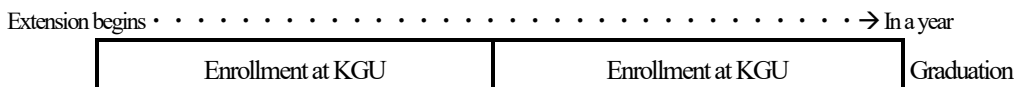
(1) Graduation Extension

- (i) Graduation extension may be requested for one semester or two semesters (Case 1 and 2).
- (ii) Students who wish to request a two-semester extension must take a leave of absence during the first semester (Case 3).
- (iii) Once approved, the **request for graduation extension cannot be withdrawn (Change to the extension period will not be permitted, either)**
- (iv) The period of enrollment, including the period of graduation extension, cannot exceed eight years (The period of leave of absence does not count towards the enrollment period).

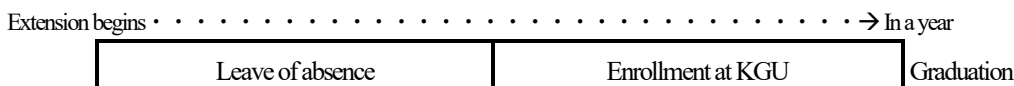
Case 1: One-semester extension



Case 2: Two-semester extension



Case 3: Two-semester extension, with a leave of absence during the first semester



(2) Extension Request

- (i) Students must obtain the request form at the SIS office.
- (ii) The completed form, which must be signed by both the student and guarantor, must be submitted to the SIS office within one month prior to their expected date of graduation*. *If the SIS office is closed on the last day of the request period, the request will be accepted until the following business day.

Extension Request Deadline:

For students expected to graduate in the 2020 Spring Semester: Until the last day of August

For students expected to graduate in the 2020 Fall Semester: Until the last day of February

If the date falls on a holiday, the deadline will be extended to the next business day.

The submitted request will become void in case the student did not meet the graduation requirement. If they wish to make another request, they must do so before their next expected graduation.

VII Chapel Program

Chapel hour is the program that has continued since Kwansei Gakuin established. The program is in between 1st and 2nd period (10:35 – 11:05). Each school and university-wide provides Chapel Program. English chapel is on every Thursday. This is the significant pillar of our Christian education.

Regular program provides a chapel according to Protestant Church service. It does not restrict students to Christianity. The Christian faith is not always around you, but rather it is far from your life. We believe what important in this chapel hour is to have an opportunity to face yourself fully in the peaceful moment beyond the ordinary perspective. Furthermore, cultivating your humanity with positive attitude is the essential learning matter in university. School of International Studies hold the sacred verse “You are the light of the world” from the Gospel according to St. Matthew 5:14.

We sing hymns, read the bible, and listen to the discourse by professors, students or guest speakers; then, say a prayer. Chapel hour on Thursday conducts in English and missionaries will organize one mainly. Also, sometimes chapel organist, handbell choir, baroque ensemble, Gospel choir, and church choir, all student’s music group, join chapel program and make it music chapel. School of International Studies has Chapel hour three times a week. We recommend attending this at least one a week constantly as well as please note that there are Spring and Fall university-wide Christianity week, Christmas Chapel and other school’s chapel. Their contents are on a weekly by newspaper and/or the SIS bulletin board.

SIS Chapel Hour

**Day: Every Tuesday, Wednesday, and Thursday
(Thursday is English Chapel)**

Time: 10:35 – 11:05

Place: SIS Chapel (Building G, 3rd floor: IS303)

VIII Others

1. Philosophy and Aims of Kwansei Gakuin University

Kwansei Gakuin University purpues to cultivate the characters of students, and provides a wide range of knowledge while teach and research specialized arts and sciences in more depth. It based on the principles of Christianity, which are part of the university philosophy and in accordance with the provisions of the Fundamental Law of Education and the School Education Law, Kwansei Gakuin University.

The school motto “Mastery for Service” proposed by Dr. C. J. L. Bates, the first president and the fourth chancellor, represents the founding philosophy of Kwansei Gakuin University in a concise way. The motto is interpreted as “Develop yourself” in order to contribute to society.” The university emphasizes that intelligence and all abundant gifts should use to serve your neighbors. It also focuses on the cultivation of cosmopolitans who have an international perspective and a sense of responsibility for social contributions, which has been promoting since its foundation.

As an educational institution, Kwansei Gakuin University will provide all-round education, teach expertise, skills, and work to develop creativity extensively, an ability to execute tasks and a capacity to identify and solve problems. As a research institution, the university will enhance its unique basic research activities and develop applied and advanced research, while working towards making social contributions by returning the research outcomes to society.

2. Course Registration

The curriculum of Kwasei Gakuin University is structured in accordance with the University Regulations and bylaws of each school. Students must earn required credits and complete the curriculum to graduate. In planning their course registration, students must read through this “Study Information” for the details of the registration procedure.

1. Credits

Kwasei Gakuin University has adopted the credit system. The number of credits for each course is specified by the University Regulations, and students are awarded credits by taking courses for a specified period and passing the final evaluation. The number of credits assigned to each course defines by the number of hours that the course meets according to the Japanese Standards for Establishment of Universities. The number of credits required for graduation is different for each school.

2. Standard Year for Registration

The “standard year for registration” is specified for each course. The standard year indicates the earliest academic year in which the students can register for the course.

Standard year: 1st year: 1st-year, 2nd-year, 3rd-year and 4th-year students can register for the course.
Standard year: 2nd year: 2nd-year, 3rd-year and 4th-year students can register for the course.
Standard year: 3rd year: 3rd-year and 4th-year students can register for the course.
Standard year: 4th year: 4th-year students can register for the course.

3. Class Period

Ninety minutes of class time is described as “Two hours” in KGU class system.

4. Class and Examination Schedule

(1) Below is the class and examination schedule.

(i) Regular class week, final & intermediate examinations, make-up classes, and intensive course*

*Intensive courses schedule during the summer, winter and Spring break is shown in (iii).

1 st period	9:00 – 10:30
Chapel Hour	10:35 – 11:05
2 nd period	11:10 – 12:40
Lunch Break	12:40 – 13:30
3 rd period	13:30 – 15:00
4 th period	15:10 – 16:40
5 th period	16:50 – 18:20

(ii) Make-up examinations

1 st period	9:30 - 10:30
2 nd period	10:40 - 11:40
3 rd period	12:30 - 13:30
4 th period	13:40 - 14:40
5 th period	14:50 - 15:50

(iii) Intensive course schedule during summer, winter and spring holidays*

*Intensive courses schedule may change. The details must be confirmed in the course syllabus.

1 st period	9:10 - 10:40
2 nd period	10:50 - 12:20
3 rd period	13:10 - 14:40
4 th period	14:50 - 16:20
5 th period	16:30 - 18:00

(2) Course registration for class held in another campus

(i) Nishinomiya-Uegahara & Seiwa campus and Kobe-Sanda campus

Students are not allowed to register courses in a row for another campus as above.

(ii) Nishinomiya-Uegahara and Nishinomiya-Seiwa campus

Students are not allowed to register courses in each campus in a row other than 1st and 2nd period and/or 2nd and 3rd period.

(3) The measures to be taken in case of class/examination cancellation or schedule change due to storm warning and public transportation strike are given on P. 78 and 79.

5. Evaluation and Examinations

Students' course performance is evaluated according to the education and evaluation policy of the instructors in charge, based on the learning outcome assessed with the results of examinations (final, intermediate and make-up examinations) and other evaluation methods (reports, participation, attendance, etc.). More details on evaluation are given on P. 77-78.

6. GPA System

(1) System and Standard

Kwansei Gakuin University has adopted the Grade Point Average ("GPA") system. For each of the registered courses, grade points ("GP") are assigned based on the course evaluation and a GPA is calculated using the following formula. The achieved GPA is noted in grade reports and transcripts.

<GP/The student who enrolled before 2018>

100-90 points or letter grade S: GP is 4

89-80 points or letter grade A: GP is 3

79-70 points or letter grade B: GP is 2

69-60 points or letter grade C: GP is 1

59-0 points or letter grade F: GP is 0

<GP/The students who enrolled after 2019>

100-90 points or letter grade S: GP is 4

89-85 points or letter grade A⁺: GP is 3.5

84-80 points or letter grade A: GP is 3.

79-75 points or letter grade B⁺: GP is 2.5

74-70 points or letter grade B: GP is 2.

69-65 points or letter grade C⁺: GP is 1.5

64-60 points or letter grade C: GP is 1

59-0 points or letter grade F: GP is 0

GPA Formula:

$$\text{GPA} = \frac{\text{Sum of (number of course credits) x (course GP)}}{\text{Total number of course credits}}$$

All courses provided at Kwansei Gakuin University are subject to the GPA grading system, irrespective of whether or not the course credits are required for graduation.

<Example for the students who enrolled before 2018>

Registered Course	Number of Credits	Raw Score	GP
Christianity A	2	82	3
Basic Seminar A	2	87	3
Japanese I	4	93	4
Computer Practice	2	75	2

$$\text{GPA} = \frac{(2 \times 3) + (2 \times 3) + (4 \times 4) + (2 \times 2)}{2 + 2 + 4 + 2}$$

→ GPA: 3.2

All credits Kwansai Gakuin offered may be count towards GPA regardless of those credits are required for graduation. However, there are some cases that credits earned by the credit grant system may not be given the GP and they are not counted towards GPA Course Drop Period.

According to GPA system, students can drop courses; that are allowed to drop by SIS and other office, 2 month after the semester starts. Below is the place to drop courses.

(2) Honors

Students with outstanding academic results for each semester are honored, and a list of such students is posted on the SIS bulletin board. The criteria for honors may differ at each school. In addition to the semester-based honor, students with a GPA in the top 5% are awarded the Top GPA Award at the end of the 2nd-, 3rd- and 4th-years respectively.

7. Course Contents

The course objectives, contents, evaluation method and criteria, and required preparation for each course are described in the syllabus. Students are advised to fully utilize the information when selecting the courses for registration.

The syllabus is available at <https://syllabus.kwansei.ac.jp/>, which is accessible from both on and off the campus. The contents of the syllabus are subject to change depending on the progress of the class. Changes to the syllabus will be announced on the SIS bulletin board or by the instructors during the class.

8. Course Evaluation by Students

Kwansei Gakuin University conducts the “Unified Student Course Evaluation” with the aim of offering better courses. Students are asked to assess their registered courses in a responsible manner and provide sincere evaluation, comments and opinions. The evaluation method for each course is described in the syllabus.

9. Course Numbering System

Course numbering is the system to show the structure of curriculum and the level of course by allocating number. It helps students to select appropriate course for them. Also, it contributes to the smooth credit transfer as comparative reference between KGU and affiliated schools.

Following chart in the next page describes our course numbering system. Each school and office offers the details in their curriculum instruction.

	Course Level	Contents
100	Introductory Undergraduate Course	<ul style="list-style-type: none"> • Introductory and professional education courses to acquire basic knowledge in 1st year • Compulsory, general education, liberal arts, and University-wide courses for 1st year
200	Intermediate Undergraduate Course	<ul style="list-style-type: none"> • Intermediate-level courses of each specialized field • General education and university-wide courses including interdisciplinary and developed contents
300	Advanced Undergraduate Course	<ul style="list-style-type: none"> • Advanced-level courses including practical and specialized elements of each field • General education and university-wide courses including practical and developed contents in a specific theme and field
400	Advanced Undergraduate Course	<ul style="list-style-type: none"> • Highly advanced-level and final phase of undergraduate courses, such as graduation thesis and graduation work • Courses which are collaborated with graduate courses

10. Multidisciplinary Studies (MS) Program

*Changed the name from MDS after 2014

This program has been introduced to help students obtain a more extensive knowledge and deepen expertise by learning multiple fields beyond a single school in a program of courses provided by other schools and offices. By taking a structured program of courses, instead of just randomly taking courses of other schools, students can learn as if they belong to two different schools, while actually belonging to

one school. The details of the program can be found in the brochure “複数分野専攻制への扉”. Students can also consult with the SIS office about the program.

11. Multiple Degree Program

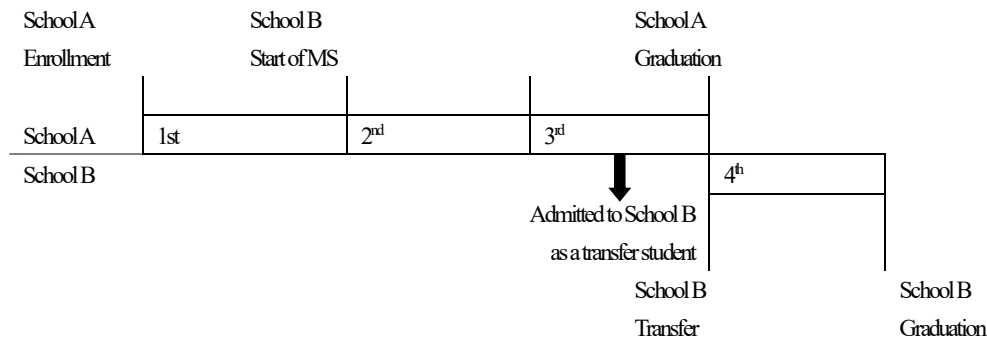
This program is part of the MS program, and allows students to graduate from two schools with two different degrees. Using this program, a student in school A takes courses of the MS program offered by school B, graduates from school A, enrolls in school B as a transfer student, and part of the credits earned at school A as well as from the MS program offered by school B are granted as the credits required to graduate from school B. The student will then graduate from school B after earning the remaining credits required for graduation. Students with outstanding academic performance may be eligible for three-year graduation from school A, and earn two degrees in a minimum of four years.

The three-year graduation and 4th-year transfer may not be permitted at certain schools. The details are available at the SIS office.

Three sample cases are provided as follows.

■ Two degrees in a minimum of four years

Students graduating in three years and transferring into the 4th year at another school

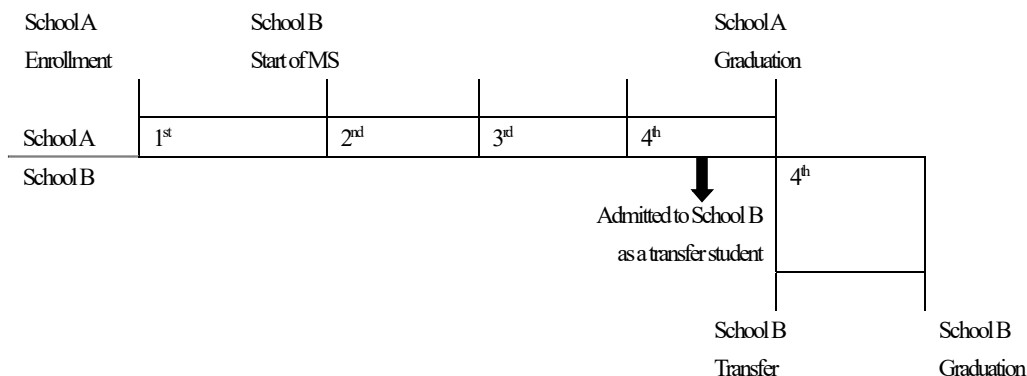


School A: While taking the courses required by the curriculum of school A, students also take the MS program courses provided by school B during their 2nd and 3rd years, and graduate from school A in three years using the three-year graduation system.

School B: Students graduating from school A transfer into the 4th year at school B, earn the remaining credits required for graduation from school B within one year.

■ Two degrees in five years (1)

Students graduating in four years and transferring into the 4th year at another school

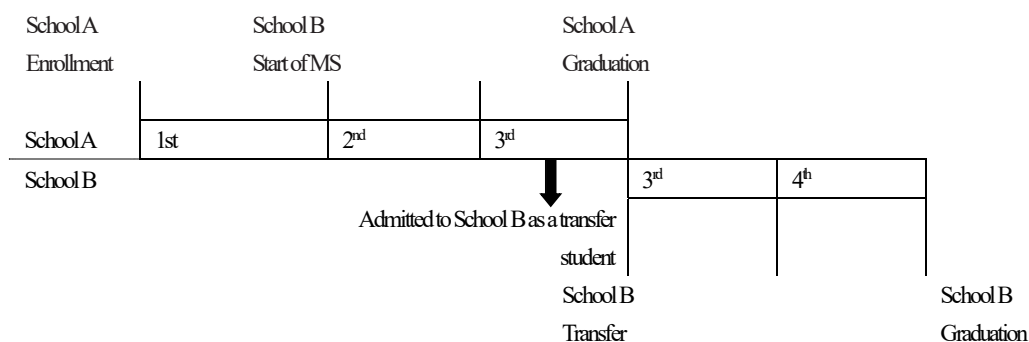


School A: While taking the courses required by the curriculum of school A, students also take the MS program courses provided by school B during their 2nd and 3rd years, and graduate from school A in four years.

School B: Students graduating from school A transfer into the 4th year at school B, earn the remaining credits required for graduation from school B within one year.

■ Two degrees in five years (2)

Students graduating in three years and transferring in the 4th year at another school



School A: While taking the courses required by the curriculum of school A, students also take the MS program courses provided by school B during their 2nd and 3rd years, and graduate from school A in three years using the three-year graduation system.

School B: Students graduating from school A transfer into the 3rd year at school B, earn the remaining credits required for graduation from school B within two years.

12. Certification/Qualification Courses

Students who wish to obtain a Japanese teaching certification for junior high school and high school should refer to the brochure “教職課程等履修要項”.

Students who wish to obtain other certifications such as school librarian, museum curator, and community education supervisor should also refer to “教職課程等履修要項”.

3. KG Regulations on Evaluation and Examinations (excerpts)

- Article 1 These regulations aim to provide necessary information on evaluation and examinations for the students of Kwasei Gakuin University.
- Article 2 Students' course performance and graduation thesis are evaluated based on evaluation methods, including examinations, in order to assess the learning outcomes.
- Article 3 Examinations consist of final, intermediate, and make-up examinations.
- Article 4 Final examinations are conducted during a given period at the end of spring and fall semesters according to a specified timetable.
- Article 5 Intermediate examinations are conducted for full-year courses during a given period at the end of a spring semester according to a specified timetable.
- Article 6 Students who have failed to take final examinations due to illness and other unavoidable reasons may request to take make-up examinations for the relevant courses.
- Article 7 Final, intermediate and make-up examinations are either written or oral, and may be substituted with reports or papers.
- Article 8 All final, intermediate and make-up examinations are conducted by the Faculty Board of the relevant school.
- Article 9 In principle, students taking final, intermediate or make-up examinations must present their Student ID on their desk during the examinations.
- Article 10 To request to take make-up examinations, students must submit a request form attached with official documentation to support the reason of the absence (doctor's medical certificate in case of illness) to the Dean of the school, and to gain the approval of the Faculty Board.
2. Students who have been approved to take make-up examinations must pay a specified examination fee to the Finance Section except for the following:
 1. Students who have failed to take final examinations due to infectious diseases specified by the Japanese School Health and Safety Act.
 2. Students who have failed to take final examinations due to participation in the selection of lay judges and in a trial as a lay judge/supplementary lay judge.
 3. Students who have failed to take final examinations due to the delay and/or shutdown of public transportation.
- Article 11 Students who have failed to take final, intermediate, and make-up examinations due to natural disasters, the delay, or the shutdown of public transportation will be given substitute examinations as university-wide action for the relevant courses only if University expects that those will happen to the majority of students in Kwasei Gakuin University.
2. Substitute examinations are conducted at the discretion of the Dean of the Academic Affairs.
 3. Substitute examinations are conducted by the Faculty Board of the relevant schools.
 4. Articles 7 and 9 of the Regulations apply to substitute examinations.
 5. Substitute examinations to make-up examinations may be substituted with papers.
- Article 12 To take substitute examinations, students must submit a request form attached with official documentation to support the reason for absence to the Dean of the school.
2. No fee is collected for substitute examinations.
- Article 13 Students' course performance may be evaluated based on evaluation methods other than final, intermediate, make-up and substitute examinations.

Article 14 <The students who enrolled before 2018>

1. 秀 or S (90 points or higher), 優 or A (80 points or higher), 良 or B (70 points or higher), 可 or C (60 points or higher) or 不可 or F (59 points and lower) is given, with S, A, B and C representing a pass.
2. Grade points are given in the following manner: 4 for 秀 or S (90 points or higher), 3 for 優 or A (80 points or higher), 2 for 良 or B (70 points or higher), 1 for 可 or C (60 points or higher) and 0 for 不可 or F (59 points and lower).

<The students who enrolled after 2019>

1. Grade stands for S (90 points or higher), A⁺ (85 points or higher), A (80 points or higher), B⁺ (75 points or higher), B (70 points or higher), C⁺ (65 points or higher), C (60 points or higher) and F (59 points and lower) is given, with S, A⁺, A, B⁺, B and C⁺ and C representing a pass.
2. Grade points are given in 4.0 for S (90 points or higher), 3.5 for A⁺ (85 points or higher), 3.0 for A (80 points or higher), 2.5 for B⁺ (75 points or higher), 2.0 for B (70 points or higher), 1.5 for C⁺ (65 points or higher) and 1.0 for C (60 points or higher), 0 for F (59 points and lower).

Article 15 In principle, the score of make-up examinations will be reduced by a certain percentage.

Article 16 The score of substitute examinations will not be reduced. However, the score of substitute examinations for make-up examinations is subject to the same reduction as make-up examinations.

Article 17 The evaluation results must be reported by each course instructor to the Faculty Board within a specified period.

Article 18 The following students are not allowed to take any examinations or receive evaluation:

1. Students who are not registered for courses
2. Students who have not paid the tuition fee
3. Students who have been considered unqualified to take examinations by the Faculty Board

Article 19 Each school may establish its own bylaws for the application of these regulations.

Notes:

1. The examination fee mentioned in Article 10–(2) is 1,000 yen per course.
2. Grade points are not assigned to courses the credits for which are granted based on certain score reports. Such courses are indicated with a P in grade reports and transcripts.

4. Guideline for Undergraduate Course and Examination in the event of Storm Warning and Public Transportation Shutdown (excerpts)

This guideline sets the rules for operations of undergraduate course and examination in the event of storm warning and public transportation shutdown.

Article 1 Cancel all classes and examinations as long as storm/special warnings have been issued in any of areas/municipalities in the Appendix table 1 below. The details of this rules is in and after Article 2. In principle, all cancelled examinations are held on the extra days.

Article 2 Conduct classes and examinations depend on when storm/special warning is lifted as described below.

<Nishinomiya-Uegahara and Nishinomiya-Seiwa Campus>

If the warning is lifted by 6 am in all areas/municipalities	Classes and Examinations are conducted as usual.
If the warning is lifted by 8 am in all areas/municipalities	Classes and Examinations are conducted from 2 nd period
If the warning is lifted by 10:30 am in all areas/municipalities	Classes and Examinations are conducted from 3 rd period
If the warning is lifted by 12:00 pm in all areas/municipalities	Classes and Examinations are conducted from 4 th period
If the warning is not lifted by 12:00 pm in all areas/municipalities	All classes and examinations are canceled.

<Kobe-Sanda Campus>

If the warning is not lifted by 6:00 am in all areas/municipalities	All classes and examinations are canceled.
---	--

- Article 3 If there is a prediction that storm/special warnings will be issued after 6 am in the next morning, the president decides the operation of classes and examinations according to Article 2.
- Article 4 If a warning has been issued (for tsunami, volcanic mountain, and ground motion); which can be considered as equivalent to a special warning, the operation of classes and examinations will be made at the discretion of the president.
- Article 5 When a transportation shutdown or delay is announced in advance, the operation of classes and examinations will be made at the discretion of the president based on the anticipated transportation schedule.
- Article 6 In case of other contingency situations, decisions will be made at the discretion of the president.
- Article 7 University board determines the revision or repeal of this guideline.

Bylaw (omitted)

Article 8 This revised guideline takes effect October 2nd 2015.

Appendix table 1

Areas	Municipalities
Hanshin	Kobe, Amagasaki, Nishinomiya, Ashiya, Itami, Takarazuka, Kawanishi, Sanda, Inagawa-cho
Hokuban-tanba	Nishiwaki, Sasayama, Tanba, Taka-cho
Harima-nantobu	Akashi, Kakogawa, Miki, Takasago, Ono, Kasai, Kato, Inami-cho, Harima-cho
Osaka	Osaka city
Kita Osaka	Toyonaka, Ikeda, Suita, Takatsuki, Ibaraki, Minoh, Settsu, Shimamoto-cho, Toyono-cho, Nose-cho
Tobu Osaka	Moriguchi, Hirakata, Yao, Neyagawa, Daito, Kashiwara, Kadoma, Higashi Osaka, Shijonawate, Katano
Mirani Kawachi	Tondabayashi, Kawachinagano, Matsubara, Habikino, Fujidera, Osaka Sayama, Taishi-cho, Kanan-cho, Chihaya Asaka-mura
Senshu	Sakai, Kishiwada, Izumi Otsu, Kaizuka, Izumisano, Izumi, Takaishi, Sennan, Hannan, Tadaoka-cho, Kumatori-cho, Tajiri-cho, Misaki-cho

5. Website for Course Registration and Learning Guidance

Course registration information and learning guidance are available on the university website at:
https://global.kwansei.ac.jp/academics/academics_013383.html (for English),
http://www.kwansei.ac.jp/a_affairs/a_affairs_000660.html (for Japanese).

The website provides the following information:

- (1) Philosophy, objectives and education goals of Kwansei Gakuin University and each of its school
- (2) Rules and regulations of Kwansei Gakuin University

The rules and regulations provide the bases for student life at Kwansei Gakuin University, including school structures, curriculum, graduation requirements, leave of absence, school transfer, and code of conduct for students.

Other rules and regulations (including tuition and fees, evaluation, examinations, class cancellation due to a storm warning/transportation strike, scholarships, university facility use, and studying abroad) are also available on this website. A printed version is available at each school office.

- (3) Syllabus

The syllabus provides the outline of each course and its contents.

- (4) Faculty profile

Faculty profile and their research fields are available. Access from Kyogaku Web Service to see pictures of faculties: "Teaching staff Information"

- (5) Information on University-wide courses and certificate/qualification courses

University-wide courses are provided by offices and centers within the university other than schools, and are open to students of any school.

6. Office Hours

Encounters with the faculty are among the most important experiences in university life. While students can communicate with their instructors during lectures and seminars on a daily basis, they cannot deepen the relationship as long as they remain passive. When wishing to consult with their instructors about their study and student life, students are encouraged to visit the office of the faculty and seek guidance during the “Office Hours”.

The Office Hours of each faculty is listed on P.90.

7. Other Notes

1. Student ID

Students must carry their student ID at all times. Students are required to present their student ID to take examinations and gain access to university facilities and services. They must be careful not to bend, fold or damage their ID. In case of damage or loss of their ID, students must promptly request the reissuance at the Student Affairs Section (Reissue fee: 2,000 yen).

2. Bulletin Boards & Kyogaku Web Service

Various information, announcements and notices will be posted on the bulletin boards and Kyogaku Web Service. Students must frequently check the boards and Web. Any delay or failure to follow required procedures due to an oversight will not be excused. Information on courses provided by other schools, offices and centers is provided on the bulletin boards of those schools, offices and centers. **Phone inquiries are not accepted.**

3. School Office Opening Hours

Weekdays: 8:50 - 11:30 & 12:30 - 16:50
Saturdays: 8:50 - 12:20 (Closed on Sundays and holidays)

The opening hours may change due to school events and other reasons. The offices are closed on the 2nd Saturday of May, June, September and October, and on the 4th Saturday of May. The opening hours during summer and winter holidays will be announced on the school bulletin board.

4. Change to Registered Information

Change of name, address, and other personal information must be notified to the school office immediately.

5. Computer / PC room

Students may use computers in the campus computer labs, except when the labs are used for classes. Computer availability of all campus can be confirmed at website for cellphone. [<http://pcstatus.kwansei.ac.jp/pclist/mb/> (Japanese Only)] Also, students can check it from PC site “PC教室利用状況” at <http://ict.kwansei.ac.jp/>. Personal laptop, smart phone, tablet etc. can be connected to university network.

6 Certificates

Various certificates can be obtained from the document-issuing machines at the following locations. When using the machine, student ID and 4-digit pin code are required. The default pin code is the month and date of the student's birthday (4/1 → 0401). Please change the default password as soon as possible. Those machines may be under maintenance sometimes. Please issue certificates you need well in advance.

Location		Number of Machines	Operating Hours	
Nishinomiya Uegahara	Student Service Centre (1F)	2	Mon-Fri: 8:50-16:50 Saturdays: 8:50-12:20	
	Main Library (1F)	1		
	Building G (1F)	1		
Kobe Sanda	Building I (1F)	1		
	Building VI (1F)	1		
Osaka Umeda	Applause Tower(14F)	2		
Nishinomiya Seiwa	Building I (1F)	2	Mon-Fri: 8:50-16:50 Saturdays: 8:50-12:20	

The following certificates can be obtained from the machines.

(○: available / ×: Not available)

Types	Japanese	English
Certificate of Student Status (在学証明書 / zaigaku shomei sho)	○	○
Official Transcripts (成績証明書 / Seiseki shomei sho)	○	○
Official Transcript with Expected Date of Graduation (卒業見込・成績証明書 / Sotsugyo mikomi seiseki shomei sho) *The date from which this certificate will be available will be announced on the bulletin board.	○	○
Medical Certificate (健康診断証明書 / Kenko shindan shomei sho)	○	×
Expected Completion of Teaching Certification Course (教育職員免許状取得見込証明書 / Kyoikushokuin menkyojo shutoku mikomi shomei sho) *The date from which this certificate will be available will be announced on the bulletin board.	○	×
Student Discount (学割証 / Gakuwari sho)	○	×
Graduation and Degree Certificate (卒業・学士学位証明書 / Sotsugyo gakushi gakui shomei sho) *The date from which this certificate will be available will be announced on the bulletin board.	○	○

Other Certificates & Documents	Students may request the issuance of other certificates/documents at the school office. In principle, requested certificates/documents will be available in two business days. It may take longer depending on the type of certificates/documents. For English Medical Certificate, please go to Health Care Center directly.
--------------------------------------	---

7. Absence

At Kwansai Gakuin University, there is no such thing as an excused absence. All absences, including those for illness and death in the family, will be handled at the discretion of each course instructor. If it is inevitable to absent from classes, please consult with each course instructor by yourself well in advance. (In case students are not able to talk with instructors prior to their absence, consult them after absence.)

Students who are, or are suspected of being, infected with infectious diseases specified by the Japanese School Health and Safety Act are not allowed to attend school. Such students must notify their school offices. (TEL: 0798-54-6072) Furthermore, visit http://www.kwansei.ac.jp/a_affairs/a_affairs_004387.html and check "Procedures for dealing with infectious disease."

Students who cannot attend school or take examinations due to lay judge duties must also notify their school offices.

8. Long-term absence

Students in need to take an absence for one month or longer (due to illness or other unavoidable reasons) must notify their school office and follow necessary procedures as instructed.

9. Tuition

The tuition and fees must be paid for each semester (two payments per year). A tuition payment form will be sent by post to the address of each student. The payment must be made by the following due dates:

<Payment due date>

Spring Semester: May 19

Fall Semester: November 9

<Deferred and Installment Payment>

Students wishing to defer their payment or to make the payment in installments up to three times may request such an arrangement. The request form is available at the school office and must be submitted by the payment due date for each semester.

10. Change of Student Status

Students who wish to take a leave of absence, and request reinstatement or withdrawal must follow the procedures below.

(1) Leave of Absence

Students who wish to take a leave of absence due to illness or other reasons must submit a request (provided form) to the school office within one month after the first day of instruction of the spring or fall semester, and receive the approval of the dean. Students on a leave of absence are required to pay the leave of absence fee (continuous registration fee).

- (i) A leave of absence begins on the first day of the spring or fall semester.
- (ii) A leave of absence may be approved for a period of one semester or one year.
- (iii) Students on a leave of absence who wish to extend the period of leave must submit another request before the end of the initial period of leave.
- (iv) The maximum period of leave of absence is two years in total.
- (v) The period of leave of absence does not count as part of the student enrollment period.

(2) Reinstatement

Students on a leave of absence who wish to return to school must submit a request (provided form) to the school office before the end of the approved period of leave, and receive the approval of the dean.

(3) Withdrawal

Students who wish to withdraw from the university due to illness or other reasons must submit a request (provided form) to the school office, and receive the approval of the dean.

(4) Expulsion

Students will be expelled from the university if:

- (i) They do not return to or withdraw from the university after the period of a leave of absence exceeds two years,
- (ii) Their period of enrollment exceeds the maximum enrollment period of eight years, or
- (iii) They fail to complete the tuition payment within six months after the original due date (in accordance with Article 5 of the tuition payment regulations).

11. Assistance for School Life

If students have something to consult, please go to the school office, or visit your seminar instructor's office or other instructor's office during the office hour. We also have Student Service Center, Center for International Education and Cooperation (CIEC) and Center for Career Planning and Placement to support campus life, study abroad, or job search. Additionally, Student Support Center provides counseling and consultation service for students. Also, there are some off-campus organizations for consultation. Please visit the following URL: http://global.kwansei.ac.jp/students/students_005593.html For health problems, please go to Health Care Center. If assistance is necessary, please visit SIS Office.

IX References

1. Bylaws of the School of International Studies

I. Course Registration

Students of the School of International Studies must register for courses in accordance with the University Regulations and these bylaws.

1. Course Registration

- (1) Students must register for courses at the beginning of each semester pursuant to the instructions given in the “Study Information”.
- (2) Students who do not complete their course registration by the designated date are not eligible to take examinations for, or earn credits from courses offered for the semester or the academic year.
- (3) In principle, students are not allowed to change their course registration, except for certain courses which may be cancelled by following specified procedures within a given period.
- (4) Students are not allowed to register for courses from which the credits have already been earned, except for the courses specified in the Study Information.

2. Maximum Credit Load

- (1) The maximum number of credits that can be earned in each academic year is as shown below. The number of credits for full-year courses is halved and counts towards the course load for each semester:

<Students enrolled in and after 2014>

1 st year	Spring semester: 24 credits	Fall semester: 24 credits
2 nd year	Spring semester: 24 credits	Fall semester: 24 credits
3 rd year	Spring semester: 24 credits	Fall semester: 24 credits
4 th year	Spring semester: 24 credits	Fall semester: 24 credits

<Students enrolled in and before 2013>

1 st year	Spring semester: 24 credits	Fall semester: 24 credits
2 nd year	Spring semester: 24 credits	Fall semester: 24 credits
3 rd year	Spring semester: 28 credits	Fall semester: 28 credits
4 th year	Spring semester: 28 credits	Fall semester: 28 credits

- (2) Courses which do not count towards the graduation credit requirement specified in the Study Information are not subject to the maximum course load.
- (3) Courses which count towards the graduation credit requirement but are not subject to the maximum course load are specified in the Study Information.
- (4) Notwithstanding (1), transfer students in and before 2014 are allowed to register for up to 36 credits in a semester.
- (5) Notwithstanding (1), students enrolled in the Multidisciplinary Studies (MS) program are allowed to register for up to 36 credits in a semester.
- (6) Notwithstanding (1), the students who enrolled after 2019 and obtained the maximum credits which are specified in the Study Information on “Course related to teaching license, besides students who are supposed to participate in the program for IV.1. (2)-(10), by the offer in person, the students will be able to obtain the 28 credits for each semester limited to the 1 semester before their program or 2 semesters after their program (3 semesters in total).

3. Standard Year for Registration

Courses that can be registered in each academic year are specified in the curriculum of the School of International Studies.

4. Prerequisites

<Omitted> Please refer to P.34-35 “Prerequisites” for language course prerequisites.

(1) Prerequisites to take International Studies Advanced Courses are as follows:

- (i) Credits from the following courses must have been earned to be eligible to register for 研究演習 I /Research Seminar I (except for International Students). The period of enrollment, excluding any period of a leave of absence, must be two years or longer.

<Languages>

First Foreign Language (Elementary): 8 credits or more

Second Foreign Language (Elementary): 2 credits or more

<International Studies Foundation Courses>

Introductory Courses: 4 credits or more

Basic Courses: 8 credits or more

Practical Orientation: 4 credits or more

<Courses other than above that count towards graduation credit requirement >

6 credits or more

<Total>

32 credits or more

- (ii) International Students must have earned credits from the following courses to be eligible to register for 研究演習 I /Research Seminar I. The period of enrollment, excluding any period of a leave of absence, must be two years or longer.

<Languages>

First Foreign Language Elementary: 8 credits or more

<International Studies Foundation Courses>

Basic Courses: 2 credits or more

Practical Orientation: 4 credits or more

<Courses which count towards the graduation credit requirement other than those above>

18 credits or more

<Total>

32 credits or more

Notwithstanding (i) and (ii), English-based International Students admitted in September must have earned credits from the following courses to be eligible to register for 研究演習 I/Research Seminar I. The period of enrollment, excluding any period of leave of absence, must be one and half years or longer.

<International Studies Foundation Courses>

Basic Courses: 2 credits or more

Practical Orientation: 4 credits or more

<Courses which count towards graduation credit requirement other than those above>

18 credits or more

<Total>

24 credits or more

- (iii) Students who complete the above prerequisites in the Spring semester are not allowed to register for 研究演習 I/Research Seminar I in the same academic year.
- (iv) Students must have earned the credits from 研究演習 I/Research Seminar I to register for 研究演習 II/ Research Seminar II and 卒業論文/Graduation Thesis.

(2) Prerequisites for other courses

Prerequisites to take other courses are specified in the Study Information.

5. Languages (Study Abroad Courses)

- (1) Students are not required to select a destination for Study Abroad according to their First Foreign Language course. However, if the destination selected for Study Abroad is not a country that speaks the same language as the First Foreign Language, the credits earned from Study Abroad courses count towards the “Optional Courses” field, instead of towards the First Foreign Language (Elementary).
- (2) The guidelines on the selection of Study Abroad courses are provided separately.

6. Advanced Research Seminars

- (1) 研究演習/Research Seminar courses must be taken in one of the following combinations and be instructed by a same instructor. Change of class may be allowed at the end of an academic year with the approval of both the initial and new instructors, as well as of the Faculty Board.
 - (i) 研究演習 I, 研究演習 II, and 卒業論文
 - (ii) Research Seminar I, Research Seminar II, and Graduation Thesis
- (2) Students participating in Study Abroad programs (Including exchange studies at domestic partner universities) during their 3rd and 4th years may be granted an exception to the registration regulations for 研究演習/Research Seminar courses. The details are specified in the Study Information.
- (3) Students who have taken a leave of absence from the fall semester of an academic year until the end of the spring semester of the following academic year or the year after that are allowed to take Advanced Research Seminar courses in the spring semester before the leave of absence and in the fall semester after the leave of absence.

7. Designated Classes and Courses Requiring Application

Courses with designated classes and courses requiring application must be registered for in accordance with the instructions in the Study Information.

8. Courses of Other Schools

- (1) Courses of other schools are subject to the registration regulations, including prerequisites, standard year for registration and examinations, of the relevant schools. The treatment of students who have committed a wrongful act in examinations for courses of other schools is determined at the SIS Faculty Board Meeting in accordance with the SIS bylaws.
- (2) Courses provided by other schools with the same titles as SIS courses are not treated as the courses of the School of International Studies.

9. Non-credit Courses

<Students enrolled in and after 2018>

- (1) Credits from courses to obtain teaching, school librarian certifications and International Baccalaureate teacher training program do not count towards the graduation credit requirement.
- (2) Credits from 社会教育概論, 生涯学習概論, 社会教育行政, 社会教育計画, 社会教育実習, 社会教育課題研究, 社会教育特講 I, II, III, 社会体育, 博物館概論, 博物館経営論, 博物館資料論, 博物館実習, 博物館情報メディア論, 博物館資料保存論, 博物館展示論, 博物館教育論, and 職業指導 do not count towards the graduation credit requirement.

<Students enrolled in between 2012 and 2017>

- (1) Credits from キャリアゼミ A, B, C; キャリアゼミアドバンス; 霞が関セミナー; 認定インターンシップ A, B, and 海外インターンシップ(ライフデザイン科目) do not count towards the graduation credit requirement.
- (2) Credits from courses to obtain teaching, school librarian certifications and International Baccalaureate teacher training program do not count towards the graduation credit requirement.
- (3) Credits from 社会教育概論, 生涯学習概論, 社会教育行政, 社会教育計画, 社会教育実習, 社会教育課題研究, 社会教育特講 I, II, III, 社会体育, 博物館概論, 博物館経営論, 博物館資料論, 博物館実習, 博物館情報メディア論, 博物館資料保存論, 博物館展示論, 博物館教育論, and 職業指導 do not count towards the graduation credit requirement.

<Students enrolled in 2010 and 2012>

- (1) Credits from キャリアゼミ A, B, C; キャリアゼミアドバンス; 震が関セミナー; 認定インターンシップ A, B and 海外インターンシップ(ライフデザイン科目) do not count towards the graduation credit requirement.
- (2) Credits from courses to obtain teaching, school librarian certifications and International Baccalaureate teacher training program do not count towards the graduation credit requirement.

10. Course Selection

- (1) SIS students must select either the North American Studies Course or the Asian Studies Course at the beginning of their 3rd year.
- (2) Students may change their selected course before the beginning of their 4th year.

11. Other

In principle, the Foreign Language Course cannot be changed once selected.

II. Examinations

1. Examinations consist of final, intermediate, and make-up examinations, and are conducted during a designated period at the end of each semester.
2. Students with poor attendance may not be allowed to take examinations.
3. Students who have failed to take an examination due to any of the following reasons may request to take a make-up examination by submitting a request form, attached with official documentation to support the reason for absence, to the SIS office during a specified period.
 - (a) Death or critical condition of relatives within the second degree of kinship
 - (b) Students' own illness
 - (c) Accident on the examination day
 - (d) Infectious diseases specified by the Japanese School Health and Safety Act
 - (e) Participation in the selection process of lay judges, and participation in trials as a lay judge/supplementary lay judge
 - (f) The delay or shutdown of public transportation
 - (g) Other equivalent reasons
4. Substitute examinations will be given to all students only if university judges that the majority of students may fail to take an examination due to any of the following reasons. However, such students must submit a request form, attached with official documentation to support the reason for absence, to the SIS office during a specified period.
 - (a) Natural disaster
 - (b) The delay or shutdown of public transportation

Students who have committed a wrongful act during examinations will be given zero points for all the courses registered for the semester.

III. Performance

1. In principle, the evaluation of course performance is made based on final examinations, intermediate examinations, make-up examinations, substitute examinations, other evaluation methods, and credit grant and transfer.
2. The score of make-up examinations will be reduced by 20%, except for reasons provided in II.-3-(a), (d), (e), and (f).
3. The score of substitute examinations will remain the same as the original examinations (100%). The score of substitute examinations for make-up examinations is reduced by 20%.
4. Students who have any doubt about their grades may request grade investigation by following specified procedures within a specified period.
5. The regulations for credit grant based on certain score reports are specified in the Study Information.

IV. Study Abroad

1. Students of the School of International Studies must participate in one of the following programs and complete required credits to graduate while at university. International Students are exempted from this graduation requirement. The below (1) to (7), (9) and (10) must be the programs organized and conducted by the University.
 - (1) Short-term Study Abroad (Language Program) “短期留学(語学研修)”
 - (2) Sophomore Semester Abroad in English “中期英語留学”
 - (3) University Business Internship Program “中期海外インターンシップ・プログラム”
 - (4) Semester Abroad in English PLUS “中期留学プラス”
 - (5) United Nations Youth Volunteers “国連ユースボランティア”
 - (6) International Social Contribution Activities “国際社会貢献活動”
 - (7) Exchange Program [not be offset] “交換留学” (Excluding Exchange Studies at Domestic Partner universities)
 - (8) Petition Program “認定留学”
 - (9) Long-Term students exchange [not be offset] “長期留学”
 - (10) Double Degree Program “ダブルディグリー留学”

2. Notwithstanding IV-1, students may be permitted to graduate for the following reasons. Such students must submit a request form attached with documentation to support the reason within a given period, and receive the approval of the Faculty Board of the School of International Studies.
 - (1) Illness of the student
 - (2) Other reasons equivalent to (1)

3. Study Abroad Credit Transfer
 - (1) Students who wish to request transfer of credits from Exchange Program, Petition Program, Long-Term students exchange [not be offset], and Double Degree Program must submit a designated credit transfer request form immediately after their return to Japan. The request form must be attached with official documents of their academic record and textbooks or syllabi of the courses for which the credit transfer is requested.
 - (2) Following the review of the submitted materials by the SIS faculty, credit transfer will be made by either of the following methods. Credit transfer may not be granted depending on the result of the review. In principle, credits earned from Study Abroad programs cannot be granted as 研究演習 or Research Seminar course credits.
 - (i) Credits are granted as SIS course credits.
 - (ii) Credits are granted as Foreign University Course credits in the corresponding fields of the SIS curriculum.
 - (3) Credit transfer is made based on the raw score. In case the grading system of the institution attended during the Study Abroad program is based on the letter grade, pre-defined grading standard is applied for credit transfer.

4. Exchange Studies at Domestic Partner Universities Credit Transfer
 - (1) Students must submit a designated credit transfer request form immediately after their return to KGU. The request form must be attached with official documents of their academic record and textbooks or syllabi of the courses for which the credit transfer is requested.
 - (2) Following the review of the submitted materials by the SIS faculty, credits are granted as Domestic Partner Universities credits in the corresponding fields of the SIS curriculum. Credit transfer may not be granted depending on the result of the review. In principle, credits earned from Exchange Studies at Domestic Partner Universities cannot be granted as 研究演習 or Advanced Research Seminar course credits.
 - (3) Credit transfer is made based on the raw score. In case the grading system of the institution attended during the Exchange Studies at Domestic Partner Universities program is based on the letter grade, pre-defined grading standard is applied for credit transfer.

V. Graduation Thesis

1. Only the students who are registered for 研究演習 II/Research Seminar II, or who have already earned the credits from these courses, may submit 卒業論文/Graduation Thesis.
2. 卒業論文/Graduation Thesis must be submitted within the period and in the format specified in the Study Information.
3. Students who have committed plagiarism in 卒業論文/Graduation Thesis will be given zero points for all the courses registered for the semester, except for practicum courses other than 卒業論文/ Graduation Thesis, and will be punished in accordance with the University Regulations.

VI. International Students

The following conditions apply to students who have been admitted through the Entrance Examination for International Students.

1. Languages
 - (1) The First Foreign Language is Japanese.
 - (2) The Second Foreign Language courses are not compulsory.

VII. English-based Degree Program for English-based International Student

1. The English-based Degree Program is a degree program with a curriculum in which students may be awarded a degree by taking courses conducted in English only, except for the Japanese Language Course, which they must take as their First Foreign Language. Students who follow this curriculum are called the English-based International Students.
2. The details of the English-based Degree Program are specified in the Study Information.
3. Participation in Study Abroad programs is not a graduation requirement for English-based International Student.

VIII. Auditing Students and Non-degree Seeking Students

Omitted

IX. Graduation in Three Years

1. Students who wish to advance to a graduate school of Kwasei Gakuin University, and have been admitted to the graduate school may be permitted to graduate in three years upon approval by the Faculty Board of the School of International Studies.
2. Students who have passed the transfer examination to another school at Kwasei Gakuin University under the Multiple Degree Program may be permitted to graduate in three years upon approval by the Faculty Board of the School of International Studies.
3. Students who wish to graduate in three years must be enrolled at the School of International Studies for three years, have earned all credits required for graduation by the end of the 3rd year, and have a GPA of 3.0 or higher at the end of the 3rd year.
4. Students who wish to graduate in three years must earn eight credits from International Studies Advanced Courses specified by their 研究演習 I/ Research Seminar I instructor to substitute for 研究演習 II/Research Seminar II and 卒業論文/Graduation Thesis.
5. Students who wish to graduate in three years under this system must submit a request form within a specified period.

X. Transfer Students

Omitted

XI. Double Degree Program (Applicable to students enrolled in and after 2012 only)

Omitted

XII. Others

1. Graduation at the end of a spring semester
Students who have earned credits from 研究演習 II/ Research Seminar II and completed graduation requirements, including the graduation credit requirement, by taking courses offered for a Spring semester may graduate at the end of the spring semester.
2. Students who have taken a leave of absence and have returned to school at the beginning of a fall semester are not allowed to register for full-year courses offered for the academic year.

3. Students whose request for readmission to the university has been approved are subject to the University Regulations in effect in for the year of the readmission.
4. Graduation Extension
The details of the graduation extension are stipulated in the Study Information.

XIII. Supplementary provisions

1. Revision to the University Regulations on the curriculum of the School of International Studies
 - (1) Students are subject to the University Regulations in effect in the year of enrollment regardless of any revision that may be made to the University Regulations, except when the revision applies to students of all academic years.
 - (2) In case transitional measures are put in place due to revision to the University Regulations, students must follow such measures.
2. In case of any revision to the bylaws of the School of International Studies, students must follow the revised bylaws regardless of the year of enrollment. In case transitional measures are put in place due to revision to the bylaws, students must follow such measures.
3. Other transitional measures are specified in the Study information provided for each academic year.
These revised bylaws shall come into effect on April 1, 2020.

2. Faculty Offices and Office Hours

The SIS Faculty offices and their office hours are indicated below. The offices are located on the 3rd and 4th floor of Building G-IS, except for the offices of Prof. Antononoka, Prof. Sapkota, and Prof. Hudson.

* For Professors who have an asterisk mark in the Office Hours, students must make an appointment in advance.

【国際学部専任教員個人研究室／オフィス・アワー】

(五十音順)

Faculty Name	Office Hours	Office Room Number (G-IS)
Hiroyuki ATSUMI	Mon/ 2	4 1 8
ANTONONOKA Olga	Tue/ 4	3 0 4 (Building MR)
EunJa LEE	Fri/ 3	3 0 2
Haruo IGUCHI	Tue/ 4	4 1 6
Kang YU	Mon/ 1	4 1 4
Yu WANG	Thu/ 2	4 0 4
Taro OISHI	Mon/ 4	4 1 7
Keichi KIMOTO	Mon/ 3	4 0 7
Kozo KUNIMUNE	Thu/ 3	4 0 6
Koji KOJIMA	Wed/ 2	4 0 3
Toshio KOBAYASHI	Thu/ 3 :Reservation Required	4 0 9
Daizo SAKURADA	※	3 0 6
Jeet SAPKOTA	Wed/ 3	3 0 3(B-MR)
Kimikazu SHIGEMASA	Tue Lunch Time	4 1 5
Kei SHIHO	※	4 0 1
Takeshi SEKIYA	Fri/ 2	2 5 8 (Building G)
Mineo TAKAMURA	Fri/ 3	4 1 1
Kazuhiko TAMURA	Tue/ 2	4 1 3
TSU Timothy Yun Hui	Thu/ 2	4 1 0
Jun NAGATOMO	Fri/ 5	3 0 4
Naoya HASE	※	3 0 5
DE SOETE Francois	Spring: Mon/ 4 Fall: Fri/ 4	2 5 9 (Building G)

Faculty Name	Office Hours	Office Room Number (G-IS)
Joshua HUDSON	Thu/ 5	303(B-MR)
Takahiro HIRABAYASHI	※	3 0 1
Holger Robert BUNGSCHE	Fri/ 4	4 0 2
Hisatoshi HOKEN	Mon/ 3	4 0 8
Kyoichi MARUKUSU	Thu/ 3	4 2 1
Yasuyuki MIYAKE	Fall Only Thu/ 5	4 2 0
Yukio MIYATA	※	4 0 5
Miharu YUI	Mon/ 4	4 2 2
Sunghee YOUN	Wed/ 1	3 0 3
Sachiko YOSHIMURA	Tue/ 4	4 1 9
Scott Dean HOUGHTON	—	Instructors' Room (Building G)[EN]
Markane SIPRASEUTH	—	Instructors' Room (Building G)[EN]
Michael D. SMITH	—	Instructors' Room (Building G)[EN]
Michael J. GIORDANO	—	Instructors' Room (Building G)[EN]
Travis PAST	—	Instructors' Room (Building G)[EN]
Ryoko SHIMA	—	Instructors' Room (Building G)[EN]
Shizuka ITAGAKI	—	Instructors' Room (Building G)[EN]
Yu KANAZAWA	—	Instructors' Room (Building G)[EN]
SOK Hyungoeng	—	Instructors' Room (Building G)[KR]
Haoyu LU	—	Instructors' Room (Building G)[CH]
Tomoko OGITA	—	Instructors' Room (Building G)[JP]
Marie ADACHI	—	Instructors' Room (Building G)[JP]

3. PC rooms

3-1 SIS Computer Lab (IS102 and IS103)

The SIS Computer labs, G-IS102 and G-IS103, are located on the 1st floor of Building G-IS. G-IS103 is open for students, **except when it is used for classes.**

Room	Opening Hours during Regular Class Week	Available Software
G-IS102 (40 PCs)	Used for classes only (Closed during no-class week)	
G-IS103 (40 PCs)	Open when it is NOT used for classes April 1–5 8:50–16:40 Class-week & exam-week weekdays: 8:50–18:00 Class-week & exam-week Saturdays* in July/Jan: 8:50–12:00 Class-day holidays: 8:50–18:00 Closed on Saturdays other than above (*), Sundays, holidays, and after exam weeks	Microsoft Office, OpenOffice, Internet Explorer, Firefox, Virus Buster Corporate Edition, SPSS for Windows, Amos, JMP Pro, Maple, SAS, MANDARA, MIKATYPE, etc. (Versions upgraded as necessary)

At the computer labs, students are NOT allowed to:

- Charge their mobile phones and other electronic devices,
- Leave the labs without signing out from the PCs, or with their personal belongings left behind,
- Reserve a seat,
- Eat or drink,
- Speak aloud or on their mobile phones,
- Leave trash, or
- Disturb other students.



3-2 Other Computer Labs on Campus

Students may also use other computer labs on campuses, such as University Library (Uegahara, Kobe Sanda, and Osaka Umeda), except when they are used for classes.

The user rules and guidelines can be found at <https://ict.kwansei.ac.jp/en>

4. SIS Library

The SIS Library, located on the 2nd floor of Building G-IS, offers books and other materials related to the study at the SIS. It is open to all KGU faculty and students.

(1) User and Purpose

The person who is subject to use SIS Library must be a professor or a student of Kwasei Gakuin University. Use for other than academic purpose is prohibited.

(2) Opening Hours

	Class Weeks	No-class Weeks
Weekdays	8:50 to 18:00	8:50 to 16:50
Saturdays	8:50 to 12:00	8:50 to 12:00
Note	* The library is closed on Sundays and holidays. *Open from 8:50 to 18:00 on Class-day Holidays. *The opening hours for summer and winter holidays will be announced on the library bulletin board.	

(3) Books and Materials

The books and printed materials owned by the SIS library are in-library use only. Audio visual materials can be taken outside the library with the necessary procedures.

[Audio Visual Materials (Language Learning Materials, CDs, VHSs, and DVDs)]

1. Return Date: On the same day
2. Number of Material: Unlimited

(4) Photocopying of Books and Printed Materials

If needed for study, books and printed materials may be photocopied within the copyright restrictions. The details are available at the library. There is a copier at the SIS Library that needs a Copycard, which is available at CO-OP (not at the library).

(5) Reference Service

The library staff is available to answer questions and requests about books and other materials.

(6) Notes

Students using the SIS library must always comply with the following rules. Violation of these rules may ultimately result in the closure of the library.

- (i) The books and printed materials are strictly for the use at the library only.
- (ii) The books and printed materials must be handled carefully to avoid damage or loss of them. In case of damage or loss of library materials, students must notify the library staff.
- (iii) The books must be returned to the proper shelf according to the reference numbers.
- (iv) Eating or drinking is prohibited in the library.
- (v) Personal belongings cannot be left behind at the library. Students must shut down the computers before leaving.
- (vi) Students must refrain from speaking aloud or on their mobile phones, or disturbing others at the library.

(7) Others

Books and printed materials that are not found at the SIS library may be available at the main library. The details about the use of the main library are available on its website at: <https://library.kwasei.ac.jp/e>. Language learning materials can be borrowed from the audiovisual room at the Language Center.

5. FAQ

There are frequently asked questions at SIS Office. Please refer to the below.

Q1. I lost my student ID. How can I get new one?

- If you cannot find it, you can re-issue student ID. The fee would be 2,000 yen. Please purchase the application form. (Press the bottom right button to get the form at the automated certificate issuing machine)

Q2. I want to change my picture on student ID.

- You cannot change it in principle.

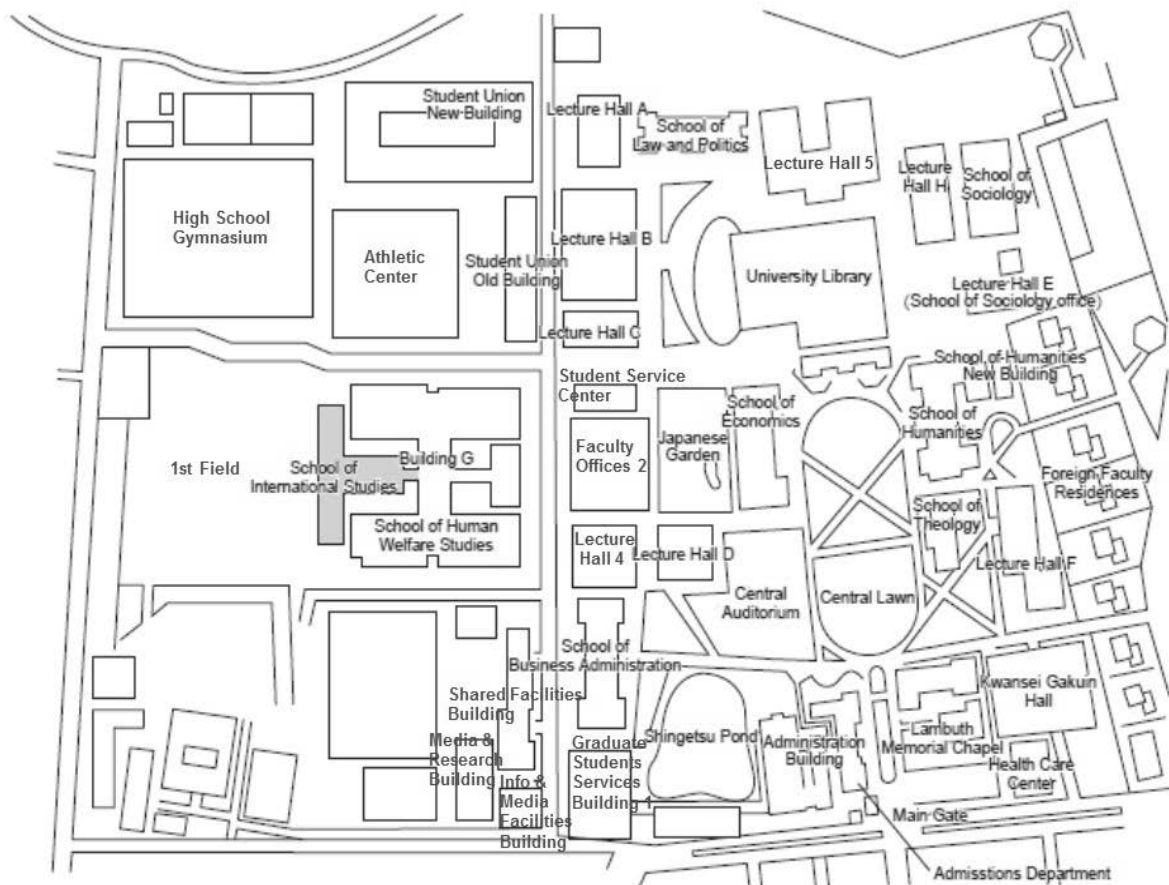
Q3. Does the class schedule of language course change in Spring and Fall semester?

- Usually, the schedule you will get same schedule in Fall semester as you have in Spring semester.

Q4. Where can I find my belongings that I lost?

- Lost properties will be gathered at Student Service Center, especially valuables, such as wallet, USB etc.
However, if you lost your property at G building, it may go to G building management office in front of School of Human and Welfare Office first. If we can find the name of property from ID etc., then it may come to the SIS Office eventually.

● Nishinomiya-Uegahara Campus Map





Be a world citizen who renders service to humanity.