

Shape your world



Ritsumeikan
Asia Pacific University

AY 2022 Fall Semester

Information for Second Year English-Basis APM Transfer Students

September 2022 Academic Office

Second-Year Transfer Students

- This document contains additional information intended **ONLY** for College of International Management (APM) English-basis students who will be transferring into their 2nd year in September 2022.
- Please read this information only after attend (or viewing) all other mandatory participation guidance.

- Second year transfer students will be categorized as 3rd semester, 2nd year students upon enrollment.
- Curriculum for AY 2022 Fall Semester 2nd year Transfer Students: **AY 2017 Curriculum**
- When referring to the Academic Office website, Undergraduate Academic Handbook, class timetable, etc. please make sure the information is for **AY 2017 Curriculum Students**.

2nd year English-basis transfer students must fulfill the requirements shown below to graduate from the College of International Management (APM).

	Requirement
1	Enroll for <u>at least three years</u> at APU
2	Complete at least 124 credits (<u>including the 30 transferred credits</u>) in total
3	Complete required language subjects (or be exempted from required language subjects)
4	Fulfill the credit requirements for each subject field
5	Complete APM Required Subjects
6	Complete at least 2 credits from APM Required Subjects (Mathematics)

2nd-year Transfer Students – Credit Transfers on Enrollment

- 2nd year transfer students may transfer a maximum of 30 credits at the time of enrollment.
- Credits will be transferred under the “Common Liberal Arts subjects” subject field.

*For the double degree program, credit transfer will be conducted based on the agreement between the partner university and APU.

- Grades for transferred credits appear as “T”= Transfer on your grade report.
- Grades for transferred credits are not included in your GPA.

In principle, the following kinds of subjects are not eligible for transfer at the time of enrollment.

*For the double degree program, credit transfer will be conducted based on the agreement between the partner university and APU.

- Required language subjects (Japanese)
- APS required subjects for each Area of Study (Common Liberal Arts subjects)
- APM required subjects

* Required courses should be taken at APU.

Number of Credits Required for Graduation - APM

Graduation Requirements Code: APM17E (APM AY 2017 Curriculum English-basis)

Subject Field		No. of required credits	No. of transferred credits	No. of required (adjusted) credits	Total
Language	Japanese Language Subjects	16	0	16	At least 124 Credits (including 30 transferred credits)
Common Liberal Arts	APM Required Common Liberal Arts Subjects	4	0	4	
	Common Liberal Arts Subjects	12	12	0	
Language Education and Common Liberal Arts Subjects		8	18	0	
Major Education Subjects	Required Major Education Subjects	18	0	18	
	Required Major Education Subjects (Mathematics)	2	0	2	
	APM Major Education Subjects	42	0	42	
Other College Subjects		0	0	0	

- 2nd year Transfer Students are not eligible to register for the first year seminars “Study Skills and Academic Writing (SSAW)” or “Multicultural Collaborative Workshop (MCW).”

Courses Registered Automatically by the University

- 2nd year APM transfer students will have the courses shown below automatically registered for them by the university in the corresponding semester.

Subjects	Note
Japanese Language Subjects (required)	* The starting level of Japanese language courses will be based on the results of the placement test taken at the time of enrollment.

Courses Registered Automatically by the University

Semester of Registration	Course Name
3 rd semester	Introduction to Management
	Introduction to Economics
	Accounting I
	Introduction to Marketing
4 th semester	Finance
	Management of Human Resources and Organization Behavior
	Production Management
	Legal Strategy in Business
5 th semester	Business Ethics
7 th semester	Global Management (Capstone)

Maximum Credit Registration Limit

- 2nd-year Transfer Students

Year	2 nd year		3 rd year		4 th year	
Semester	3rd	4th	5th	6th	7th	8th
Max. No. of Credits	20	20	20	20	24	24



Max number of Credits eligible to register this semester:

Total number
of credits:
20 or fewer



Semester Courses
1Q Courses
2Q Courses
Session Courses

※2nd year students can register for 100 and 200-level courses.

Application to have Transferred Credits Correspond to an Existing APU Course Name

※ Submitting this application is not required.

※ For the Double Degree Program participants, credit transfer will be conducted based on the agreement between the partner university and APU and this application is not required

- For 2nd year transfer students, credits completed at other universities will be transferred under the Common Liberal Arts subject field.
- However, if the content of a subject for which you received credits from your previous university is similar to that of a subject offered at APU, it may be possible to transfer it under the existing APU subject name (within the transfer credit limit: 30).
- Required language subjects, APS required subjects for each Area of Study, and APM required subjects will not be transferred.
- If you wish to apply for the APU subject name to appear on your transcript, please contact the Academic Office (ac5971@apu.ac.jp) and get an application form.
- **Application Deadline: Tuesday, December 6, 2022 16:30**
- Documents to Submit:
 1. Application Form (Application to have Transferred Credit Correspond to an Existing APU Subject Name)
 2. Academic Transcript (Original Copy)
 3. Syllabus for the Course you wish to transfer (Course Description)

* If forms 2 and 3 are written in a language other than English or Japanese, please attach a translation in English or Japanese.