

SOPHIA PROGRAM FOR SUSTAINABLE FUTURES



上智大学

SOPHIA UNIVERSITY

BULLETIN OF INFORMATION

2020-2021

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Due to the spread of COVID-19, most classes are provided online and campus entrance is under restriction for students. Under these circumstances, submission process for paperwork and ways to contact Offices have been changed.

Note that this Bulletin has been issued based on the information released in March 2020, except for pages 7 and 8. The Academic Year 2020 Autumn/3Q/4Q on pages 7 and 8 have been updated as of September 1st, 2020.

For all the other updates, please check Loyola's Bulletin board to obtain the latest information.

Introduction

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INTRODUCTION

The Educational Ideals of Sophia University

Based on Christian principles of education, Sophia University attests to the Jesuit Order's four-hundred-year-old interest in Japan. Its aim is to prepare men and women coming from different countries to recognize the fundamental unity of the human race in the different cultural traditions of the world and to work for the concrete achievement of that unity. The roots of the university go back to 1549, when St. Francis Xavier, a Jesuit, landed in Kagoshima with the hope of starting a Catholic university which would introduce Western culture to Japan. In 1908, nearly 360 years later, three members of the Society of Jesus — the German Father Joseph Dahlmann, the French Father Henri Boucher, and the English Father James Rockliff came to Japan with the mission of fulfilling St. Francis Xavier's aspiration. As a result of their efforts, Sophia University was established in 1913, when the Japanese Ministry of Education gave the Jesuits permission to found a new educational institution under the Japanese name of Jōchi Gakuin. Sixteen students enrolled in the first class. Sophia University has grown from these modest beginnings to become one of Japan's foremost private universities with a student body of over 12,000 undergraduate and graduate students and a teaching staff of more than one thousand. In the tradition of the international character of Sophia's founders, the faculty members represent twenty different nationalities; they are committed to conveying both humankind's cultural and intellectual heritage and a concern for the problems facing the world today to the next generation through their scholarship and teaching.

Loyola Web Service

The Loyola Web Service is the Official academic web portal of Sophia University. The Loyola Web Service (Loyola) brings together on one website important information and services related to academic matters.

Using the Loyola Web Service students will be able to:

- Search course schedule and classrooms
- Register and withdraw from courses
- Check their registration status and grades
- Check information concerning cancelled classes, make-up classes, or notices on the Loyola web bulletin board through PCs and mobile phones
- Update the registered data if there are any changes in the student's or guarantor's address
- Check and submit report assignments

Please refer to the "Loyola Handbook" (available online via Loyola) for detailed explanations on how to use Loyola.

Common Guidelines

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Academic Year 2020 Autumn/3Q/4Q Calendar

2020 **9** September

Mon	Tue	Wed	Thu	Fri	Sat	Sun
21	22	23	24	25	26	27
28	29	30				

Key

▽ Make-up classes

◇ Classes Held on Holidays

○ No class days

Sat	Sun/ Holiday	No classes
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2020 **10** October

Mon	Tue	Wed	Thu	Fri	Sat	Sun
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	▽24	25
26	27	28	29	30	31	

2020 **11** November

Mon	Tue	Wed	Thu	Fri	Sat	Sun
						1
○2	3	○4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
◇23	24	25	26	27	28	29
30						

2020 **12** December

Mon	Tue	Wed	Thu	Fri	Sat	Sun
	1	2	○3	4	5	6
7	8	9	10	11	▽12	13
14	15	16	17	18	19	20
21	22	23*	24	25	26	27
28	29	30	31			

※Virtual Monday

2021 **1** January

Mon	Tue	Wed	Thu	Fri	Sat	Sun
				1	2	3
4	5	6	7	8	▽9	10
11	12	13	14	○15	○16	17
18	19	20	21	22	▽23	24
25	26	27	28	29	30	31

2021 **2** February

Mon	Tue	Wed	Thu	Fri	Sat	Sun
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

2021 **3** March

Mon	Tue	Wed	Thu	Fri	Sat	Sun
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Year/ Month	Date	Day	Academic Calendar
September	21	Mon	Autumn Semester / 3Q begins
	22	Tue	Entrance Ceremony
	24	Thu	SPSF Program Coordinator Orientation
	24	Thu	SPSF Departments' Orientation
	25	Fri	SPSF Departments' Helpers Welcome Gathering
	28	Mon	Autumn Semester / 3Q classes begin
			[Course registration period for Autumn Semester/3Q/4Q courses] For details, please refer to p.24.
	21 - 29	Mon - Tue	Course registration period
	21 - 25	Mon - Fri	Lottery entry
	26	Sat	Results of Lottery entry available on Loyola
	26 - 29	Sat - Tue	Lottery course registration (first-come-first-served-basis)
	30	Wed	Results of course registration available on Loyola
October	1 - 4	Thu - Sun	Course adjustment period
	6	Tue	Final confirmation of course registration available on Loyola
	14 - 16	Wed - Fri	Withdrawal period for 3Q courses
	24	Sat	Make-up classes
	31	Sat	3Q Final examination schedule available on Loyola
	31	Sat	Leave of absence application deadline for Autumn Semester and 3Q
November	1	Sun	No class day (Foundation Day)
	2 - 4	Mon - Wed	No class days (Sophia Festival)
	14, 21	Sat	3Q Final examinations
	18	Wed	3Q classes end
	19	Thu	4Q classes begin
	19 - 25	Thu - Wed	4Q extra course registration
	23	Mon	Classes held on national holiday
	30 - 12/4	Mon - Fri	Withdrawal period for Autumn Semester and 4Q courses
December	3	Thu	No class day (St. Xavier's Day)
	12	Sat	Make-up classes
	20	Sun	Leave of absence application deadline for 4Q
	23	Wed	Virtual Monday
	23	Wed	Classes end for the year
	24	Thu	Winter vacation (- Jan. 5)
January, 2021	6	Wed	Autumn Semester and 4Q classes resume
	15, 16	Fri, Sat	No class days
	9, 23	Sat	Make-up classes
	23	Sat	Autumn Semester / 4Q classes end
	25 - 31	Mon - Sun	Period reserved for Make-up classes *in case unforeseeable events occur during the semester
February	2	Tue	Spring vacation (- Mar. 31)
	21	Sun	[Seniors and Graduating students] Grades / Self-Evaluation available (- Mar. 31) Autumn Semester / 3Q / 4Q Request for Grade Review (Feb. 22 - 25)
March	15	Mon	Announcement of graduating students on Loyola
	15	Mon	[Freshmen, Sophomores, Juniors] Grades / Self-Evaluation / Latest Official Transcripts available Autumn Semester / 3Q / 4Q Request for Grade Review (Mar. 15 - 31)
	26	Fri	Graduation Ceremony
	31	Wed	Autumn Semester / 4Q ends

Frequently Asked Questions

Q Which offices should I go to with my questions?

A The following list shows offices and their services. For the locations of offices, see p.12.

	Office	Tel	Bldg	Floor
Course Registration / Class Information / Transfer Credits / Examination / Grades	Center for Academic Affairs	03-3238-3515	No. 2	1F
Tuition and Fees	Center for Academic Affairs	03-3238-3195	No. 2	1F
Request for Leave of Absence Request for Withdrawal from the University Student ID Card Re-issuance Change of Address / Guarantor Re-admission Transfer of Faculty / Department	Center for Academic Affairs (Academic Records Section)	03-3238-3519	No. 2	1F
Student Counseling, Clubs & Circles Extra-curricular Activities & Volunteering Insurance, Part-time jobs, Assistance for Students with Special Needs, etc Applications for Nursery & Prayer Room	Center for Student Affairs	03-3238-3525	No. 2	1F
Dormitory		03-3238-4621		
Financial Support (Scholarship)		03-3238-3523		
Lost & Found	Office of Property	03-3238-3112	No. 2	1F
Exchange Program (Incoming / Outgoing) Short-term Language Programs Short-term Study Abroad Programs Social Engagement Programs Study Abroad Insurance Monbukagakusho (MEXT) Scholarship	Center for Global Education and Discovery	03-3238-3521	No. 2	1F
Internship Courses, Summer Session, Global Competency Program		03-3238-3737		
Sophia Short-term Programs		03-3238-4090		
Job search activities / Internship / Seminars	Career Center	03-3238-3581	No. 2	1F
Campus Ministry / Jesuit Education	Catholic Jesuit Center	03-3238-4161 03-3238-3408	No.2	1F
Teacher and Curator Certification Programs	Center for Teaching and Curator Credentials	03-3238-3520	No. 2	2F
General Information for SPSF	SPSF Office	03-3238-3020	No.2	2F
		Email: spsf-co@sophia.ac.jp		
Consultation / Application for using computer, e-learning, mail, network, etc.	ICT Office https://ccweb.cc.sophia.ac.jp/	03-3238-3101	No. 2	3F
Student Travel Fare Discount Certificates Certificates / Official Transcript	Vending Machine		No. 2	4F
Language Courses / Placement Test / AC-TEAP / Individual Advising for Language Courses / Texts for e-learning	Center for Language Education and Research	03-3238-3699	No. 6	5F
Counseling	Counseling Center	03-3238-3559	No. 10	3F
Admissions	Admissions Office	03-3238-3167	No. 12	1F

Resources	Library	03-3238-3510	Central Library	1F
Health Services	Health Center	03-3238-3394	Hoffmann Hall	2F

Q How should I contact my teachers?

A Check the faculty status of your teacher, full-time or part-time, on the Course List. Names marked with an asterisk “*” are part-time lecturers. See p. 14 for detail. For full-time instructors, see the Instructor’s Information on p. 110-111.

Q Where and when can I get information and advice on course enrollment?

A Academic Services of the Center for Academic Affairs provide information and advice on course enrollment (no telephone inquiries about course enrollment, grades, credits etc. are accepted). Please visit the office during the office hours on weekdays;

Period	office hours
September 28 to February 1	10:00 - 11:30 / 12:30 - 15:30
February 2 to March 31	12:30 - 15:30

Q I went to the classroom listed on the timetable, but a different class was in session.

A The classroom may have been changed. Check the updated classroom information on Loyola, under “Class Bulletin Board” and “Course Schedule”.

Q The class period has started, but the instructor is not in the classroom; what should I do?

A First, check on Loyola for cancelled classes.

If your class is not on the list of cancelled classes and the instructor does not come to class 30 minutes past the scheduled starting time, please notify the Center for Academic Affairs and follow their instructions.

Q I have to be absent from class for family bereavement; is there a notice for authorized absence I should hand in?

A Sophia University does not have a system for authorized absence from class or notices of pre-approved absence.

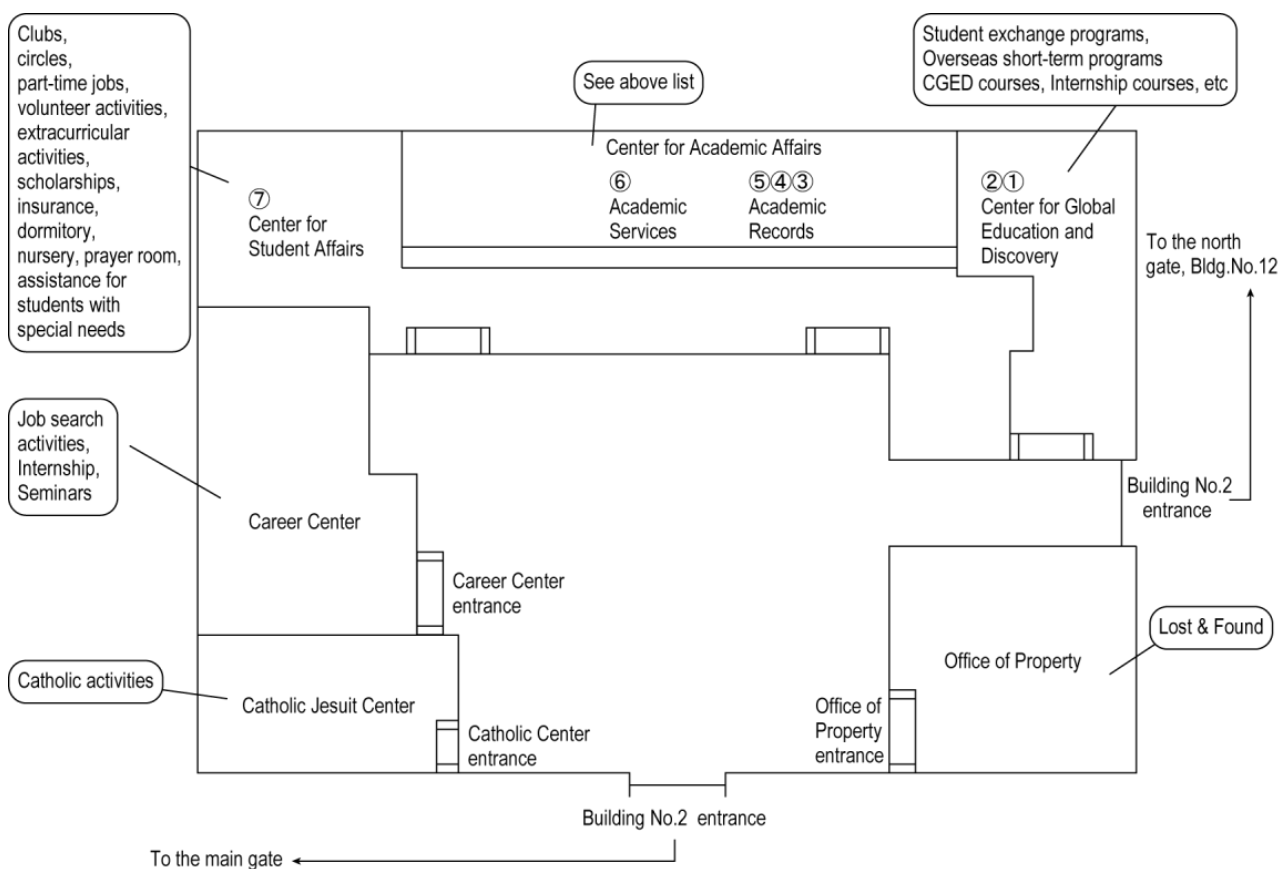
If you were absent from class for unavoidable reasons, please see your class instructor in person and explain the situation. The Center for Academic Affairs cannot relay your message of absence from class. When you return to the university, contact the teachers of the courses you are taking (if you were absent because of infectious diseases, see p. 18). If you were absent during the Final Exams period, you may be allowed to take a make-up exam (p. 31~).

● Office to visit for inquiries

The following list shows the various sections of the Center for Academic Affairs and their services:

Inquiries on:	Section/desk numbers
Teacher's license, curator certification program	Center for Teaching and Curator Credentials desk 2F, Building No.2
Course registration, grades, classes, credits	Center for Academic Affairs (Academic Services) No.⑥ sections for each Department
Certificates, Student ID Card, change of address, leave of absence, study abroad, college student status etc.	Center for Academic Affairs (Academic Records) No.③~⑤
Tuition and fees	Center for Academic Affairs (Tuition & fees) No.④

(※) In general, students should visit the offices for inquiries; telephone inquiries are not accepted, especially inquiries regarding course enrollment, grades etc.



● Office Hours

Period	office hours
April 1 to August 1	10:00 - 11:30 / 12:30 - 15:30
August 2 to September 20	12:30 - 15:30
September 21 to February 1	10:00 - 11:30 / 12:30 - 15:30
February 2 to March 31	12:30 - 15:30

- ※ Services are available only during the above office hours for providing information and accepting applications and required documents.
- ※ Offices are closed on Saturdays, Sundays, national holidays and school holidays.
- ※ Office hours during summer and winter vacations and in special cases are announced on the Loyola Bulletin Board for the Center for Academic Affairs (Academic Services).

● Announcements and Notices on Loyola

All announcements from the university to students will be posted via internet on the Loyola Bulletin Board. Any disadvantages that may arise from failure to check the Loyola Bulletin Board are the responsibility of individual students.

All announcements on class information (cancelled classes, make-up classes, temporary change of classrooms, notices on exams and reports), messages to individual students and important urgent notices are posted on Loyola.

Please check the Loyola Bulletin Board everyday for updated information from the university. The University may also post written announcements at the bulletin boards located on Yotsuya Campus. Please check the campus bulletin board locations on the end sheet.

< Loyola Bulletin Board > Important announcements are posted here; check every day!

Bulletin Boards	Information posted
Class Bulletin Board	Change of classrooms, notices from class teachers ※For cancelled classes, make-up classes, see “Bulletin Board (Cancel & Make up class/ Classroom Changes) →Cancel/ Make-up classes/ Temporary Changes of Classroom Inquiry” Students can only check information on the courses they registered for.
Individual notices	Messages to individual students from various offices; if paged, respond immediately
University Bulletin Board	Information on events related to Sophia; announcements from the university
Faculty and department office	Announcements from each Department /Program

< Other information available on Loyola >

Information	Menu for inquiries
Check my classroom	Curriculum, Course Registration Info → Course Schedule → Inquiry on Course Schedule (Undergraduate)
Check for cancelled classes, make-up classes, temporary change of classrooms	Bulletin Board (Cancel & Make up class/ Classroom Changes) →Cancel/ Make-up classes/ Temporary Changes of Classroom Inquiry
Check the syllabus	Curriculum, Course Registration Info →Syllabus Inquiry
Register for courses; check the data I entered for course registration	Curriculum, Course Registration Info →Course registration — Course Registration, status of course registration Inquiry
Check my grades	Grades →Grade Inquiry
Use self-evaluation function	Grades →Self Evaluation
Check Final Exam schedule, report assignments	Final Exams →Final Exams Timetable Inquiry (for students)
Learn various functions of Loyola and how to operate them.	HOME →Loyola Handbook (for students)

● Guidance programs

At university, students are expected to decide on and to plan their own studies. There are various guidance programs held at the beginning of the semester to help them in course selection, registration and to give information on curriculum contents and study activities. Be sure to attend these. The following are the main guidance programs:

Students	Should attend these guidance programs:
First year students	New students guidance
Second year students and above	Current students guidance
Students intending to take teaching license course	Teaching license course orientation (April) Guidance session for new students of teaching license course (September)
Intending to take curator license course	Guidance session for new students of curator license course

Additional guidance programs may be offered as necessary; date and time of each program will be announced on Loyola.

● How to contact your teachers

The class teachers are either full-time faculty of Sophia or part-time lecturers from other universities coming to teach a particular course. The procedures for contacting teacher differ depending on whether they are full-time or part-time:

■ Full-time faculty:

Full time faculty have offices on campus and individual office hours for student appointments. If you need to make an appointment outside of office hours, contact your Department office for instructions.

Also, there are class advisors and academic advisors for each undergraduate class or seminar. The students may seek their advice on studies, course enrollment, career options and any difficulties in student life.

• List of Instructor's information	: Bulletin of Information
• Other Department offices	: Loyola

■ Part-time lecturers

Part-time lecturers do not have offices on campus; contact them before or after classes. Some teachers may release their personal e-mail addresses to students.

Information on whether or not a teacher releases his/her contact information is available at the Center for Academic Affairs (Academic Services). Students should bring their Student ID Cards and inquire in person.

For the protection of personal information, the office does not accept telephone inquiries.

The Center for Academic Affairs does not relay messages from students to their teachers.

■ If you do not know whether the teacher you wish to contact is full-time or part-time teacher:

Please check the list of courses with names of class teachers (Loyola) to see whether the teacher is full-time or part-time.

The teachers with an asterisk “*” in front of their names are part-time lecturers; those without an asterisk are full-time faculty.

● Change of address

If there are any changes in address of the student or the guarantor, enter data on Loyola from the “Change of address of students” menu.

If there is a change in address of a guarantor residing abroad, please submit the “Change of address” form to the Center for Academic Affairs; you cannot make the change on Loyola.

If there is a change in address of the student, receive a new “enrollment sticker” from the Center and paste it on the back of your Student ID Card.

● When public transport service is shut down

When public transport services are shut down due to natural disasters such as typhoons and heavy rainfall or due to accidents or strikes and it is difficult to hold classes or final exams, special measures will be taken to cancel classes or change exam schedules. The special measures will be announced on the official university website, Loyola, the official Facebook or the official Twitter page; the students are responsible for checking the websites for information.

● Protection of Personal Information

For Sophia School Corporation's policy on the protection of personal information, visit the following site:

<https://www.sophia.ac.jp/eng/info/privacypolicy/privacypolicy.html>

Academic Services

(Course Registration/ Grades/Classes)

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Language Program/ Credit Transfer of
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Credit Transfer of Social Engagement Programs
and Internship courses

1. Courses

● Duration of Course

The duration of a course in one academic year is basically 35 weeks including the final exam period. For the first and last dates of courses and the final exam period, please see the 2020 Calendar for the Academic Year (p. 8~).

Semester	Spring			Autumn		
	Class		Recess	Class		Recess
	14 wks			14 wks		
Quarter	1Q	2Q		3Q	4Q	
	Class	Class	Recess	Class	Class	Recess
	7 wks	7 wks		7 wks	7 wks	

● Duration of Semester and Quarter

The duration of semesters is as follows:

Spring Semester: April 1 to September 20

1st Quarter: April 1 to June 3

2nd Quarter: June 4 to September 20

Autumn Semester: September 21 to March 31

3rd Quarter: September 21 to November 18

4th Quarter: November 19 to March 31

● Class Hours

Class period	Hours
1	9 : 00~10 : 40
2	10 : 55~12 : 35
3	13 : 30~15 : 10
4	15 : 25~17 : 05
5	17 : 20~19 : 00
6	19 : 10~20 : 50

※1 Exceptions to the above regular class days and hours are Intensive Courses held on Saturdays, vacations, Sundays or during make-up class periods. The dates, hours and classrooms for these courses are announced on the Loyola Bulletin Board (Academic Services) or “Class Bulletin Board”. (These courses are listed on the Course Schedule as “Intensive Courses”).

● “Virtual Days”

“Virtual Days” are scheduled to make up for classes with an insufficient number of classes due to falling on certain days of the week of national holidays; classes are held on a day of the week different from that of the original schedule.

For the 2020 virtual days, please see the 2020 Calendar for the Academic Year (p. 8~).

● Classes on National Holidays

Classes may be held on national holidays to ensure that sufficient numbers of classes are held. For classes of the 2020 Academic Year held on national holidays, please see the 2020 Calendar for the Academic Year (p. 8~).

● Classrooms

Classes are generally held in the classrooms shown on Loyola. However, there may be changes in classrooms, temporary and for the whole semester due to the number of attending students or installed equipment. At the beginning of a semester, there may be frequent classroom changes. Please make it a habit of checking the classroom on Loyola before you go to your classes.

- Changes of classrooms for the whole semester
The new classrooms and the dates of changes will be posted on the Loyola Class Bulletin Board. Please also check the changes on Loyola under “Curriculum / Course Registration” → “Course Schedule” or “Bulletin board / Cancel & Make-up Classes” → “Class cancellation & Make-up Class”.
- Temporary changes of classrooms
Please check on Loyola under “Cancel & Make-up class”

● Textbooks

The textbooks necessary for classes and reference books will be listed on Loyola under “Curriculum Course Registration Info→Syllabus Inquiry”. If you are not required to have them prepared before classes start, follow the instructions of the teacher of the first day of class.

At the beginning of the semester, the textbooks and reference book order are available through the Kinokuniya website. For details, please see the Loyola Bulletin Board(Academic Services).

● Class Cancellation

If a class teacher cannot hold classes for reasons such as official duties, official trips, academic meetings, or illness, the classes may be cancelled. Information on class cancellation will be announced on Loyola when the class teacher notifies the office. However, under unavoidable circumstances we may have to announce the cancellation on the day of the class, so please make sure to check Loyola before you go to your classes every day.

If your class is not on the cancelled class list on Loyola but the teacher does not appear in class 30 minutes after the scheduled starting time, please notify the Center for Academic Affairs and follow their instructions.

● Make-up Classes

Make-up classes are normally held on predetermined dates scheduled in the Spring and Autumn Semesters, but they may be held on other days. In both cases, the classroom, date and time of make-up classes will be announced on Loyola. Please check Loyola before you attend the make-up class.

For 2020 Make-up classes, check the 2020 Calendar for the Academic Year (p. 8~). Note that the make-up classes are held in the same manner as regular classes as they are intended to make up for classes that were cancelled.

● Absence from Class

Sophia University does not have a system for authorized absence from class or making notice of pre-approved absence. The Center for Academic Affairs cannot relay your message of absence. If you were absent from class due to unavoidable reasons such as bereavement, delay in public transport service, illness, extracurricular activities, or job searching, you need to see your class teacher in person and explain the situation. However, if you are absent during the Final Exams period, you may be allowed to take a make-up exam (p. 31~).

If you need to be absent for a long period of time due to illness or injury, consult the Department Chairperson or your class advisor (p. 110~).

● Infectious Diseases

When students contract an infectious disease as defined by the School Health and Safety Act (influenza, measles, whooping cough, rubella, mumps, chicken pox etc.), the students are not allowed to come to school for a certain period of time to prevent the spread of the disease. Should you contract such a disease, take the following steps:

If students contract a new infectious disease such as a new strain of influenza, special measures may be taken; please check announcements on Loyola and the official university website.

1. You must follow your physician's instructions and stay home until there is no risk of infection. Please notify the university Health Center of your situation by phone, fax (download the report form from the official university website) or Loyola.
2. Download the "Doctor's permission to return to campus (Toko Kyoka Sho)" (感染症治癒後登校許可証明書) from the official university website and have it filled out by your physician (a form from any medical organization may be used if it states the period the student is not allowed to go to school).
※ If you cannot download the form, ask for the form at the Health Center.
3. When you return to school, submit the above original certificate to the Health Center and photocopies to each of your class teachers.
※ For absence during the final exam period, refer to "Make-up exams" on p. 31.

● Absence from Class due to Selection as Lay Judge

The lay judge system introduced in recent years according to "Act on Criminal Trials Examined under Lay Judge System" allows students to decline to serve as lay judges. However, to respect the intentions of students selected wishing to serve as lay judges, students may serve through the following procedures:

1. Students who may apply:
Full-time undergraduate or graduate degree students of Sophia University and non-matriculated students (excluding auditing students).
2. Reasons justified for applying
 - 1) Appearing at a courthouse as a lay judge candidate for appointment procedures
 - 2) Attending a trial as a lay judge
 - 3) To attend a court as an alternate lay judge member
3. Procedures
In general, students must contact the Center for Academic Affairs, receive a copy of the designated Notification of Absence due to Lay Judge Service form, and submit this form, along with a copy of the Notice of Date for Lay Judge Appointment sent in the mail from the court, to

the faculty member(s) in charge of the class(es) from which the student is to be absent. The student must also show to the faculty member(s) the post-trial discharge certification documentation issued by the court.

4. Absence from class

When the student follows the above procedures, the teacher will process the absence as follows so that the student will not be at a disadvantage.

- 1) Classes: the student will not be considered “absent”; providing any alternative measures will be at the discretion of the teacher.
- 2) In-class exam: the student will not be considered “absent”; providing any alternative measures will be at the discretion of the teacher.
- 3) Final exams: the student may take a make-up exam; the student must follow the usual procedures and submit a request for make-up exam by the deadline (p. 31~).

* For reference:

Students are eligible to be selected as lay judge candidates but the law defines that they may decline to serve. The possible options related to court appearance are as follows:

(Options for students)

- a) A student may follow the lay judge selection procedures and participate in court as a lay judge.
- b) A student may decline to serve because you have the student status.
- c) A student may decline to serve if summoned during the final exam period or any other specific month or day.

(Reasons justified for declining to serve)

- You have a reason for declining to serve justified for the whole year--namely your “student” status.
- You have a specific month in which it is extremely difficult to serve as a lay judge; during final exams.
- You have an important service in social life that cannot be performed on any other date.

2. University-Wide Policies Concerning Education

【Three Policies】

Sophia University has defined its education and research objectives for each Faculty and Department.

Diploma Policy: a fundamental policy in accordance with the University's educational ideals, clarifying skills, and knowledge that students are expected to have acquired to be awarded a bachelor's degree, and a guide for students when making their academic plans.

Curriculum Policy: a policy to organize the curriculum and define ways of learning in order to meet the Diploma Policy.

Admissions Policy: a guideline for admitting students based on our educational ideals and the two policies mentioned above.

Education and Research Objectives, Human Resource Development Objectives, and Diploma and Curriculum Policies are found in the Bulletin of each Faculty and Department. Please make sure to check that you understand the educational purposes and the structure of the faculty to which you belong.

【Curriculum Map】

A Curriculum Map illustrates the connection of offered courses to the educational purposes. Based on the Diploma Policy, it shows what courses cultivate the expected skills and knowledge upon graduation. The Curriculum Map of each Faculty and Department is shown on Loyola's Bulletin Board (University Bulletin Board). Please check to see how your registered courses relate to the Diploma Policy and use the information as a guide when making your academic plans. From 2020, the relationship of courses and the Diploma Policy will also be shown on the syllabus.

3. Credits and Courses

● Credits

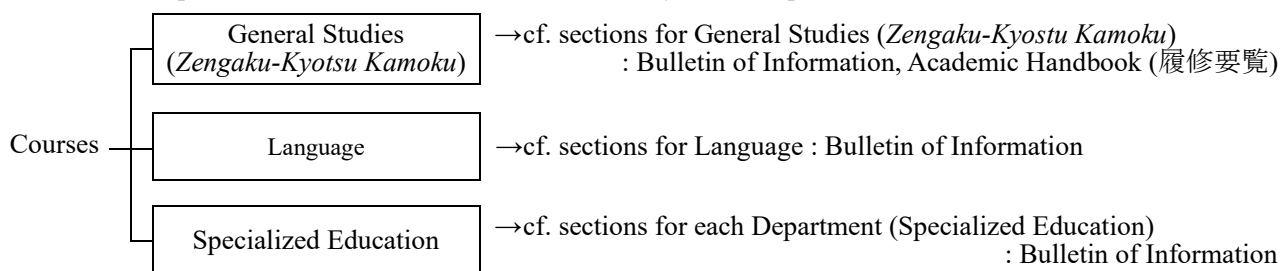
A certain number of credits are given for all courses; if you take the courses and pass the exams, you will earn the credits. The calculation method of credits varies depending on the type of course. The numbers of credits you may earn for the courses you register for are given in the “Bulletin of Information” in the sections for each Department or the sections of *Zengaku Kyotsu Kamoku* (General Studies courses) with lists of instructors.

The number of credits required for graduation varies depending on the Department and Matriculation Year. You must check the requirements on the sections of your Department “1. Courses and minimum number of credits required for graduation”, “2. Standard course distribution list”.

Based on government requirements of Standards for Establishment of Universities and Article 22 of Sophia University Regulations, “45 hours of study is required to earn one course credit”. This means that students are required to study a number of hours other than the actual class hours.

● Course Composition

Courses are divided into three main groups; General Studies (*Zengaku-Kyotsu-Kamoku*) courses offered by all Faculties, Language Courses offered by the Center for Language Education and Research and Specialized Education courses offered by each Department.



● Course Types

General Studies (*Zengaku-Kyotsu Kamoku*) and Specialized Education are divided into four categories

Compulsory courses	You must take these courses
Compulsory electives	You may choose from several courses in this category to meet the credit requirements set by each Department
Electives	You may select the courses
Optional courses	You may take courses that interest you academically or personally (credits will not be counted into graduation requirements)

The credit requirements vary by Department. For more details see the sections for your Department in “1. Courses and Minimum Number of Credits Required for Graduation” and “2. Distribution of Required Credits”

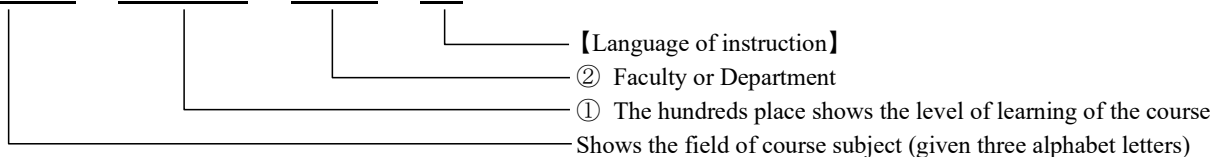
4. Numbering

Numbering is a system that classifies courses by giving appropriate numbers to show the level and order of learning and clearly indicates the curriculum system.

Numbering shows the fields of the course subject, the levels of learning, and the order in which courses should be taken. The Numbering system will be a useful guide to help students in planning course enrollment.

- 1) Courses to which Numbering applies: All undergraduate courses
Courses offered by all Faculties
- 2) Basic policy of Numbering

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【Field of course subject】

Field (Alphabet)	Field	Field (Alphabet)	Field
THE	Theology	INL	International Law
RES	Religious Studies	PIL	Private International Law
PHL	Philosophy	ENL	Environmental Law
ART	Art History/Visual Culture	POL	Political Science
CUL	Culture	ECN	Economics
LIT	Literature	MAN	Management
JLT	Japanese Literature	ACC	Accounting
JAL	Japanese Language Studies	MRK	Marketing
CLT	Chinese literature	MMI	Miscellaneous
ELT	English Literature	SOC	Sociology
GLT	German Literature	SSV	Social Service
FLT	French Literature	PSY	Psychology
LNG	Linguistics	EDU	Education
LGG	Linguistics (German)	IBE	International Business and Economics
LGF	Linguistics (French)	IBD	International Business and Development Studies
LGH	Linguistics (Hispanic)	GST	Global Studies
LGR	Linguistics (Russian)	IRS	International Relations
LGP	Linguistics (Portuguese)	ICP	International Cooperation
LGC	Linguistics (Communication Disorders)	ARS	Area Studies
LGE	Linguistics (TESOL)	ASA	Area Studies (Asia)
LGJ	Linguistics (TJFL)	AME	Area Studies (Middle East)
ENG	English	AAF	Area Studies (Africa)
GMN	German	ANA	Area Studies (North America)
FRN	French	ALA	Area Studies (Latin America)
HSP	Hispanic	AEU	Area Studies (Europe)
CHN	Chinese	ARE	Area Studies (Russia and Eurasia)
KOR	Korean	JST	Japanese Studies
RUS	Russian	SCT	Science and Technology
POR	Portuguese	MLS	Materials and Life Sciences
ITL	Italian	EAS	Engineering and Applied Sciences
IND	Indonesia	ICS	Information and Communication Sciences
TGL	Filipino	MEC	Mechanical Engineering
ARA	Arabic	EEE	Electrical and Electronics Engineering
THA	Thai	ACH	Applied Chemistry

Field (Alphabet)	Field	Field (Alphabet)	Field
PER	Persian	CHM	Chemistry
CAM	Cambodian	MTH	Mathematics
BUR	Burmese	PHY	Physics
TUR	Turkish	BIO	Biology
VIE	Vietnamese	INF	Informatics
HIN	Hindi	GRS	Green Science
SWA	Swahili	GRE	Green Engineering
JPN	Japanese	GSE	Green Science and Engineering
LAT	Latin	COM	Computer Studies
HST	History	NRS	Nursing
GEO	Geography	ENV	Environmental Studies
ANT	Anthropology	HPE	Health and Physical Education
JRN	Journalism	SCH	Studies in Christian Humanism
CUI	Cultural Interaction	RPH	Religion/Philosophy
HUM	Humanities	THP	Thinking Processes
LAW	Law in general	CMF	Composite Fields Studies
JUR	Jurisprudence	TCP	Teacher-training Course Program
PBL	Public Law	CCP	Curator Course Program
CVL	Civil Law	SEP	Social Engagement Program
CML	Commercial Law	GRP	Graduation Project
CPL	Civil Procedural Law	IDR	Independent Research
CRL	Criminal Law	SAC	Study Abroad Courses
SCL	Social Law		

【The levels classified by the hundreds place】

- 100's: Introductory level courses
- 200's: Courses that lead from the Basic to Specialized level
- 300's: Specialized level or courses for specialized knowledge that connects to society
- 400's: Courses for specialized areas (advanced levels, seminars in specialized area)

- The numbering policy of each Department is given on the pages for each Department in the points to note for course enrollment.

【Faculty and Departments number】

Department of Education	81
Department of Sociology	83
Department of Economics	41
Department of Global Studies	21

【Language of instruction】

- j: Japanese
- e: English

- 3) The numbering is shown in the column next to the course code on the List of Courses and Instructors.

5. Course Registration

● Course Registration Schedule

Students must register for courses for Spring Semester (including 1st Quarter and 2nd Quarter) and Autumn Semester (including 3rd Quarter and 4th Quarter) on Loyola during the period set for course registration.

More information on procedures of Loyola and points to be noted about course registration are given in the “Loyola Handbook” online. Read it thoroughly to avoid registration errors.

■ Schedule for 2020 Autumn Semester, 3rd Quarter and 4th Quarter course registration

	Academic event	Year level	Period	Notes
①	Course registration (Autumn Semester, 3 rd Quarter and 4 th Quarter courses)	all students	Sept 21 (Mon) 10 : 00 ~ Sept 29 (Tue) by 21 : 00	To enroll in Autumn Semester, 3 rd Quarter and 4 th Quarter courses (except for lottery courses) you must register during this period on Loyola.
②	Lottery entry	all students	Sept 21 (Mon) 10 : 00 ~ Sept 25 (Fri) by 12 : 00	To enroll in Autumn Semester, 3 rd Quarter and 4 th Quarter lottery courses, you must submit your entries for lottery courses during this period on Loyola.
③	Results of lottery entry	all students	Sept 26 (Sat) 13 : 00 ~	May check lottery results of courses you entered for in period ②
④	Lottery course registration ※First-come-first-served basis (Autumn Semester, 3 rd Quarter and 4 th Quarter courses)	all students	Sept 26 (Sat) 15 : 00 ~ Sept 29 (Tue) by 21 : 00	May submit entries on Loyola, on a first-come-first-served basis, for courses that did not reach capacity.
⑤	Results of course registration available	all students	Sep 30 (Wed) 13:00 ~	May check results of course registration (registered for in periods ①, ② and ④) on Loyola
⑥	Course adjustment (Autumn Semester, 3 rd Quarter and 4 th Quarter courses)	all students	Oct 1 (Thu) 10 : 00 ~ Oct 4 (Sun) by 21 : 00	May make adjustments to results of course registration on Loyola
⑦	Final confirmation of course registration (Autumn Semester and 3 rd Quarter • 4 th Quarter courses final results)	all students	Oct 6 (Tue) 13 : 00 ~	May check results of course adjustments (made in periods ①, ②, ④ and ⑥) on Loyola
⑧	Withdrawal Period for 3 rd Quarter courses	all students	Oct 14 (Wed) 10:00 ~ Oct 16 (Fri) by 18:00	For details, refer to p. 27
⑨	Extra course registration for 4 th Quarter courses	all students	Nov 19 (Thu) 10:00 ~ Nov 25 (Wed) by 21:00	May add / cancel 4Q courses (Lottery courses cannot be added)
⑩	Withdrawal Period for courses in Autumn semester and 4 th Quarter	all students	Nov 30 (Mon) 10 : 00 ~ Dec 4 (Fri) by 18 : 00	For details, refer to p.27.

※⑨Please note that there is no adjustment period after this period.

Those who wish to cancel the Lottery courses registered in September, please consult the Center for Academic Affairs during this period.

● Course Registration

Course registration is the procedure for students to select the courses they intend to take (attend) and register for the courses within a given period. There are two separate course registration periods for lottery courses and non-lottery courses.

If you make registration errors, you will not be allowed to take the courses you intended to and no grades or credits will be given; take extra caution when registering for courses. Please read the “Loyola Handbook” on Loyola thoroughly before registering.

To avoid registration errors, log in to Loyola again after the registration has been completed and check that all courses you wish to take are registered. It is recommended that students print out or save a copy of the registration screen.

Any notices or announcements on course registration will be posted on the Loyola Bulletin Board (Academic Services).

● Limit on Number of Credits per Semester / Year

There is an upper limit on the number of credits a student may register for in a semester and in a year (maximum credit limit), so that the students will be able to have sufficient study hours to earn the credits and maintain the academic level of their studies.

Please see p.70, “Limit on the Number of Credits per Semester for all SPSF students”.

- ※ The maximum credit limit is the upper limit of credits a student may register. It includes courses attempted for which he/she did not earn credits (courses the student withdrew from (W) and courses that were given a grade of F).
- ※ When the sum Spring Semester upper limit and Autumn Semester upper limit is greater than Annual maximum credit limit, you can register up to Annual limit only.

Repetition of a Course

If a student repeats the same course it will not be approved as credit required for graduation.

Repetition of the same course generally means courses with the same course code number.

In general, it is not allowed to take a course for which a student has already earned credits, but there are some exceptions.

For more information, refer to the sections for each Faculty/Department and for General Studies (*Zengaku-Kyotsu Kamoku*) courses.

● Lottery Courses

Lottery courses are courses with limited class capacities.

The class capacity is shown in the Remarks column on the Course List.

If you wish to take a lottery course, students must register on Loyola during the Lottery Registration of each semester and quarter.

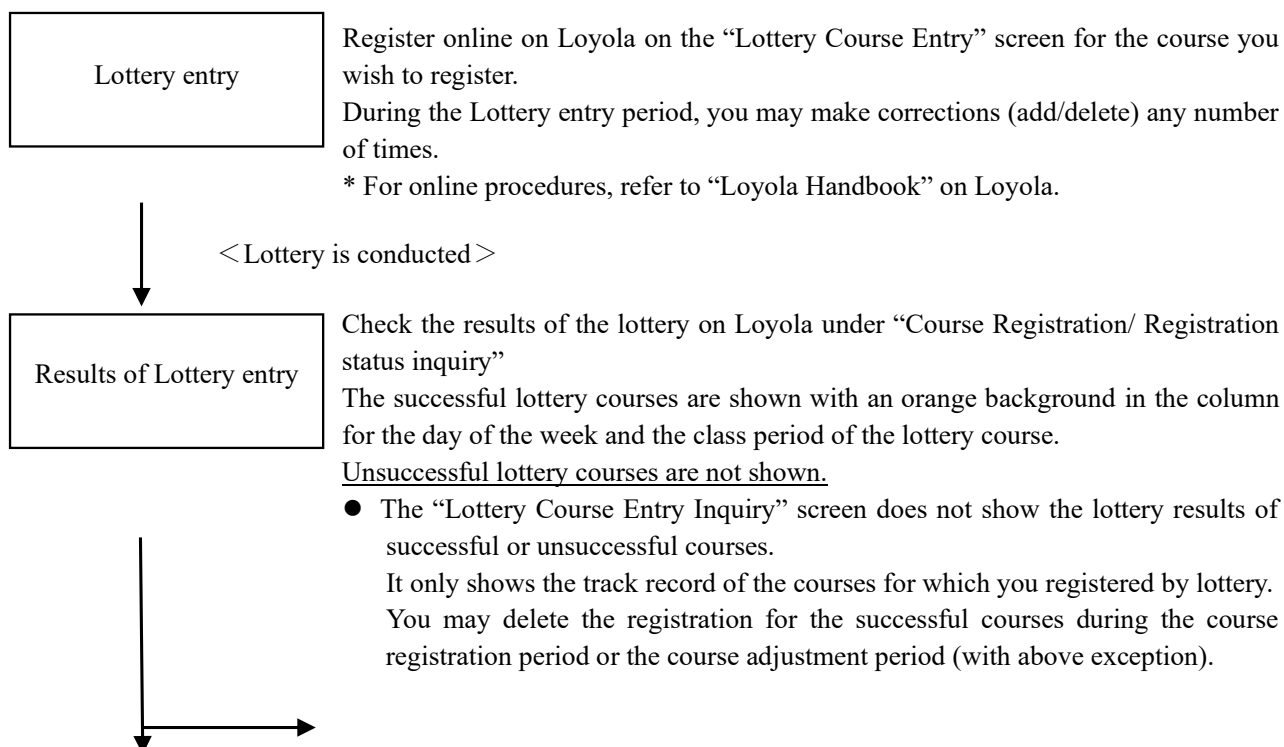
The lottery is conducted by computer and the successful students will automatically be registered for the course.

If you are selected for a lottery course, you may delete the registration for the successful course during the course registration period or the course adjustment period (with exception).

(Undeletable Courses: ex. Studies in Christian Humanism)

For details, see Loyola Bulletin Board/Academic Services.

■ Registration procedures for lottery courses



<For successful lottery courses> You must attend the first class meeting.

Lottery Course
Registration (first-come-
first-served basis)



Final Confirmation of
Course Registration
including lottery courses

For lottery courses that do not reach class capacity or have a vacancy by (someone's) course cancellation you may register on the regular Loyola "Course Registration/ Registration Status Inquiry" screen (NB: not on the "Lottery Course Entry" screen).

*** You must attend the first class meeting. If you were successful in the lottery but do not attend the first class meeting, you may not be given a course evaluation. Your attendance at the first class meeting is mandatory. Note that you will not be allowed to take courses for which registration on Loyola exceeded class capacity, even if you attend the first class meeting and obtain permission from the teacher.**

You may delete the registration for the successful courses during the course registration period or the course adjustment period (with above exception).

Make sure to check the final results of course registration on Loyola on the "Course Registration/ Registration Status Inquiry" screen.

* When should you check the course registration results:

- (1) during Course Adjustment
- (2) during Final Confirmation of Course Registration

Check Loyola on the "Course Registration/ Registration Status Inquiry" screen.

If you have any questions, please come to the Center for Academic Affairs during the above period.

* If errors occur in the lottery (ex. limit of maximum credits per year, etc.), the details of the errors are shown on the Lottery Course Entry screen.

● Points to Note on Course Registration

- Point to note on Course Registration procedures
- For Course Registration procedures, read carefully "Loyola Handbook" (access also available from Loyola menu). New students should also read "Course Registration Quick Navi".
- Course Registration on Loyola should be completed by the final deadline time on the last day of course registration. (Registration is completed when you click the "Complete Registration" button on the "Course Registration/ Registration Status Inquiry" screen). Note carefully that, your registration is not completed unless you click the "Complete Registration" button by the final deadline time. No special arrangements will be made for anyone who fails to register for courses due to problems with computers or communications environment on the final registration deadline day. Make sure to allow enough time to complete your registration.
- On the final day of registration, internet congestion is anticipated. Try to complete your registration earlier, if possible one day prior to the deadline. During the Course Registration period, you are allowed to make corrections (add/delete) any number of times even after you have clicked the "Complete Registration" button.
- After completing your course registration, make sure to check for any errors in registered courses during the registration period. When you click the "Complete Registration" button and you do not make any further changes before the final deadline time, this will be registered as final.
- We recommend that you print out the final screen of the "Course Registration/ Registration Status Inquiry" or copy and save the screen data. To print it out, click the "Complete Registration" button, log out once and then login again; print out this screen.

6. Course Withdrawal

● Withdrawal from Courses

If a student decides after the registration period not to finish a course for which he/she has registered, the student should apply to withdraw from the course online (Loyola). A “W” means that the student has asked for and obtained permission to withdraw from the course. This mark will remain permanently on the student’s record, but will not appear on the official transcript. If a student discontinues attending a course and does not complete withdrawal online during the withdrawal period, he/she will receive an “F” for the course. The grade of “W” will not be calculated into the student’s GPA, but an F” will.

• Withdrawal Period

Semester and Quarter	Period	Results of Withdrawal available
• For 3rd Quarter courses	Oct 14 (Wed) 10:00~ Oct 16 (Fri) 18:00	Oct 20 (Tue) 10:00~
• For Autumn Semester courses and 4th Quarter courses	Nov 30 (Mon) 10:00~ Dec 4 (Fri) 18:00	Dec 8 (Tue) 10:00~

● Points to Note on Course Withdrawal

■ Courses from which you are not allowed to withdraw:

- ① Compulsory courses (both General Education and Specialized Education courses)
- ② Language courses (for exceptions, refer to 【Request by “Course Withdrawal Request”】)
- ③ Teaching practice / curator practice courses
- ④ Courses with class sessions that end before the Course Withdrawal period.

Note that some Departments have courses other than compulsory courses from which you are not allowed to withdraw or some have compulsory courses from which you are allowed to withdraw.

Check the rules for each Department in “Points to note on course enrollment”.

■ Seniors should check carefully whether they have registered for a total of credits and courses to satisfy all graduation requirements.

■ Course withdrawals or cancellation of withdrawals are not allowed outside of the Course Withdrawal period.

During the Course Withdrawal period, you may cancel course withdrawals on Loyola; after the designated period, no cancellations or additional course withdrawals are possible. If you wish to withdraw from a course, allow enough time to submit a request for withdrawal during the designated period. You may register again in the following or later academic years for the course from which you withdrew.

■ You may withdraw from lottery courses

If you are successful in a lottery course but wish to withdraw from the course, you may do so on Loyola. (You are not allowed to withdraw from compulsory courses and some other courses.)

■ Credits included in maximum credit limit

The credits of courses you withdraw from are counted into the maximum credit limit for a semester or a year.

If you register for courses offered in the Autumn Semester, be sure to include the credits in your enrollment plan within the maximum credit limit.

■Check courses withdrawn

No cancellations or additional course withdrawals will be accepted after the Course Withdrawal period. To avoid any errors in the withdrawal procedures, make sure to login to Loyola again to check after you complete your course withdrawal procedures. We recommend that you keep a copy of the screen.

● Request by “Course Withdrawal Request” Forms

The 2020 “Course Withdrawal Request” forms will be given out and submission accepted during the following periods:

Semester and Quarter	Submission Period	Results available
3rd Quarter	October 14(Wed)10:00-October 16(Fri)15:30	October 20(Tue)10:00-
Autumn Semester and 4th Quarter	November 30(Mon)10:00-December 4(Fri)15:30	December 8(Tue)10:00-

If the results of your “Course Withdrawal Request” are not shown on Loyola during the given period, immediately inquire at the Center for Academic Affairs (Academic Services).

※The office is open weekdays only; closed from 11:30 to 12:30.

■Courses that require submission of Course Withdrawal Request

Specialized Education

There is no course that requires submission of Course Withdrawal Request for SPSF students in academic year 2020.

Foreign Language courses

Course withdrawals for foreign language courses will only be accepted in the following cases. However, we need to check in advance whether or not withdrawal is allowed for the particular course. Bring a printout of the Loyola Course Grades Inquiry screen during the submission period and inquire at the section for Foreign Language courses at the Center for Academic Affairs.

- ① Specialized elective courses
 - ② Courses that do not affect graduation requirements
 - ③ To change the language you wish to take (once you withdraw from a language course, you will not be allowed to enroll in courses for that language in subsequent semesters)
 - ④ When the total number of credits you obtain exceeds the requirements as a result of Credit Transfer Approval for Overseas Short-term Language courses
- * If you take the Credit Transfer procedures it does not automatically mean that you withdraw from the courses. You need to follow the course withdrawal procedures separately.

* You do not need the approval of course instructor or Department Chair.

7. Examinations

● Types of Examinations

Examinations are held during or at the end of term in Spring and Autumn Semesters in the following types:

Type of exam	Exam period / deadline of submission	Announcements of schedule etc.	Make-up exam	Notes
In-class Examinations	Any time during class sessions (usually on the last day of class)	Given in class by the class teacher	Not applicable	Foreign Language courses usually have in-class exams
Final Examinations (written tests)	During Final Exam period	Announced on Loyola by the Center for Academic Affairs (see below for schedule)	Applicable	
Final papers	To be submitted by the deadline set at the end of the term		—	General information is announced on the Loyola Bulletin Board; note that the class teacher may give additional instructions in class.

● Examinations (Written Exams) Policy

■ Note the following for taking the exams:

- Check the exam room on Loyola. It is the student's responsibility to check and to be at the prescribed exam room (note that the exam room may be different from the room where classes are normally held). Mobile phones and wearable devices must be turned off and put inside a bag. It is not allowed to use such devices as clocks to check the time.
- If you are more than 20 minutes late for the exam, you are not allowed to take the exam regardless of the reasons. The scheduled exam hours will not be extended for any reason including delay of public transport service. Allow enough time to arrive on time to the exam.
- Students are not allowed to leave the class room for the first 30 minutes and the last 10 minutes of the exam.
- No student may leave the classroom unless he/she has submitted his/her answer sheet.
- If a student does not follow the instructions of the proctor or does not observe warnings to stop talking or any other misconduct, his/her exam shall be invalid.

■ Things to bring to the exam

- 1) Student ID Card: it must be placed on the desk. Without the Student ID Card, students will not be allowed to take the exam, regardless of the reasons.
 - ※ If you forget your Student ID Card, you may have a "Temporary Student ID Card" issued at the Automatic Certificate Issuance Machine located on 4th floor of Building No.2 (500 yen fee charged valid for the day of issue only.). However, if you cannot be at the exam room with the "Temporary Student ID Card" within 20 minutes after the start of the exam, you will be considered late for the exam and will not be allowed to take the final exam.
- 2) Pens/pencils
- 3) Underlay Pad : Only if you need to use one; white or any similar color. Using a notebook or a book as an underlay is not permitted.

■ Answer sheets

- Students are given only one answer sheet. Papers other than the given answer sheet are not valid.
- If a student makes errors on the answer sheet and a new answer sheet is given, he/she must return the first answer sheet.
- Use a ballpoint or felt pen to fill in your Student ID Number and name. Answer sheets without student ID numbers or names are invalid

● Cheating on Final Exams (written tests) is Strictly Prohibited

Do not be tempted to cheat on written examinations. If a student is found cheating in an exam or violating an exam policy, the University will impose severe punishment. Honest performance is also expected at in-class exams held during class sessions. The following are some actions that would be considered cheating:

Disciplinary Standards Concerning Misconducts

Examples of Misconducts	Disciplinary Measures and Measures Concerning Enrolled Courses
1. Misconducts in Final Examinations (including Make-up Examinations) 1) Possessing mobile phones etc. in locations and/or in conditions that do not conform with the instructions. *Mobile phones etc. includes, smartphones, PHSs, PCs, mobile PCs, tablets, such electronic devices as smartwatches that have communications functions, wireless earphones, and such mobile recording devices as mobile music players. 2) Referring to documents and notes other than those explicitly permitted by the instructions, or referring to the devices listed in 1) above (this includes situations in which the student could have referred to such devices, regardless of whether s/he actually referred to them or not). 3) Failing to submit the exams and/or taking them away. 4) Referring to notes written on the desk, clothes, walls, and body etc., and/or taking the exam under such conditions. 5) Referring to other students' exam answers, and/or trying to refer to them. 6) Exchanging documents etc. that were permitted for reference during the exam to/from other students. 7) Such distracting conducts as chatting. 8) Seeing and/or showing exam answers with other students. 9) Exchanging the exam answers with other students, and/or with exam answers that were prepared ahead of the exam. 10) Taking the exam for another student, and /or asking another person to take the exam. 11) Misusing the student ID card. 2. Misconducts in In-class Examinations and Report Examinations (including Final Papers) 1) Misconducts in In-class exams that take place in lieu of Final exams. * For concrete examples, see 1. above. 2) Plagiarism in Report exams that take place in lieu of Final Exams, including in Final papers. 3) Writing reports or papers for another student, and/or asking someone else to write reports or papers. 4) Other misconducts that jeopardize the fair and honest implementation of the Report exam. 3. Failing to obey the instructions for the investigation related to all the items listed in 1. and 2. above.	In accordance with Article 60 of Sophia University Regulation, misconducts are punished by dismissal, suspension, or reprimand. 1) The grade "F" will be entered on the student's record for the course in which the misconduct took place. 2) In case of suspension, the suspended period will not be counted in the residence requirement and graduation will be delayed. 3) In addition to the above, the student's grades for the courses taken in the same semester may also become "F."
◆ Disciplinary measures take effect as from the day when the misconduct took place.	

Cheating in written exams involves more than the grade for that one course; it causes a far greater disadvantage for the student involved. Cheating in exams may be an impulse; do not give in to temptation--it has grave consequences. Double check the materials you are allowed to bring into an exam, if any, on Loyola before taking an exam.

● If Public Transport Service is Shut Down

Refer to "If public transport service is shut down" (p.14) in "Common Guidelines".

● Make-up Exams

If students were unable to take the Final Exams held during the final exam week for the following reasons, they may be allowed to take make-up exams by submitting an "Application for Make-up Exams" (form available). To take the make-up exams, the students will need to submit an application for make-up exams during the given period, obtain permission, and pay the make-up exam fees.

No application for make - up examination for Courses that held in - class exams (outside the Final Exams period) is accepted.

1) Legitimate reasons for applying for make-up exams

The legitimate reasons include illness, family emergency of third degree of kinship, disasters, delay in public transport service, and appointment to lay judge system. The application for make-up exams must be accompanied by the following supporting documents to prove that the student was unable to come on the day of the final exam(s). The application procedure must be completed within the specified period.

2) Supporting documents and procedures

When applying for a make-up exam, bring the necessary supporting documents (see below) and a print-out of the Loyola final exam inquiry screen.

1. "Illness"	Medical certificate or permission to return to school issued by a physician (university designated form) ※ Payment receipts are not accepted
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The medical certificate must state all of the following:

- The name of the illness and a statement by the physician attesting that the student was not in a condition to take an exam on the day of the exam.
- Clear statement showing that the student was unable to come to the exam because of scheduled the consultation or because the student was undergoing treatment.

※ If the student had to be absent over several days, the medical certificate must clearly show that these days include the consultation day or the treatment period.

If the medical certificate does not state both a) and b), it will be deemed an incomplete and the student will not be able to apply for a make-up exam.

*In the case of an infectious disease, application for the make-up exam(s) must also be filed during the designated application period for the make-up exams. If a student is unable to come to campus due to the infectious disease, please contact the Center for Academic Affairs before the end of the application period.

2. "Bereavement involving third degree of kinship"	Funeral service card/thank you card etc. addressed to funeral guests
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The cards must show the date of the exam the student was unable to take.

※ The travel days will not be applicable to make-up exams.

3. "Delay in public transport service"	Delay certificates issued by the public transport service (indicating the date and the delayed time); a delay certificate printed out from the Internet is also acceptable.
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If the delay in public transport service was 20 minutes or more and a student arrived at the exam more than 20 minutes past the scheduled starting time, he/she may apply for a make-up exam.

However, the application must be filed on the very day of the delay.

※ Note: Applications for make-up exams will not be accepted on the day following the exam day or later.

NB If a student is unable to come to the university on the day of the delay for unavoidable reasons, shutdown of public transport service, or long distance commuting, a "tentative application" must be made by telephone to the Center for Academic Affairs, Make-up Exams section (Tel: 03-3238-3515) before 17:00 on the day of the delay (for exams held on 5th-6th class periods, before the end of the exam time). If the student fails to make the "tentative application" during the above period, or if a proper application is not made following the "tentative application" during specified period, he/she will not be allowed to apply for a make-up exam whatever of the reasons may be.

※ Only delays occurring on a student's normal commuting route between his/her home and the university will be accepted (not accepted if the route is other than from home). The Center for

Academic Affairs will check the address given on the “Enrollment Sticker” on the back of the Student ID Card before accepting the application for the make-up exam.

- ※ The delay certificate must show a delay longer than the actual length of the student’s delay. (e.g. if the student arrived 30 minutes past the scheduled exam starting time, the delay certificate must prove a delay of more than 30 minutes); applications for make-up exams will not be accepted if the student came to the university intending in the first place to arrive late for the exam.
- ※ A proxy application submitted by someone other than the student himself/herself will not be accepted for reasons of delay in public transport service.

< <If a student comes late to the exam because of a delay in public transport service, the student should take one of the following steps depending on the length of the delay > >

- (1) If a student arrives within 20 minutes of the scheduled exam starting time:
If the delay is less than 20 minutes, he/she is allowed to take the exam; go straight to the classroom and take the exam.
- (2) If a student arrives more than 20 minutes after the starting of the scheduled exam:
Bring the delay certificate and go immediately to the Center for Academic Affairs (Academic Services) on 1st floor, Bldg. No.2; have the arrival time checked; submit the delay certificate and a apply for then make - up exam.
★ If it is difficult to decide yourself, go first to the exam room and follow the instructions of the exam supervisor.

If the reason for applying for a make - up exam is “natural disaster”, “selection by lay judge system” or some other reasons, please inquire at the Center for Academic Affairs, Make-up Exam section, for more information on the application procedures.

3) **Make-up exam fee:** 2,000 yen per course

4) **Make-up exam schedule:** Schedule will be announced on the Loyola Bulletin Board for the Center for Academic Affairs (Academic Services).

	2020 Autumn Semester and 4th Quarter
Make-up exam application period (submission period of Application for Make-up Exam)	During the Autumn Semester Final Exams (late January)
Payment period of Make-up Exam fee	Late January to early February
Announcement of Make-up Exams schedule (Loyola)	Mid- February
Dates of Make-up Exams	Mid-February ※Students cannot choose make-up exam dates

The schedule of make-up exam application period and points to be noted will be announced before the Final Examinations on Loyola; Any disadvantages that may arise from failure to check the Loyola Bulletin Boards will be the responsibility of the individual student. Please make sure to check the announcements.

※The details of 1st Quarter and 3rd Quarter Make-up Exams will be announced on Loyola.

● Cheating on Report Exams is Strictly Prohibited

Never be tempted to cheat or commit any other misconduct in report exams. If a student is found cheating or committing any misconduct, the University will impose severe punishment.

[Cheating on report exams involves:]

- Using sentences (block quotations) quoted from books, materials, or internet websites in your report without citing the sources and pretending that you wrote the sentences. (Plagiarism)
- Using reports that another student (your senior or friend) wrote for the said course or a similar course in the past and presenting it as your own report.

[Misconduct in report exams involves:]

- Writing a report for a course and using the same report to submit for another course.

If the above misconduct is found in the report exam, your class teacher will give the grade F (fail) for the course and you may be summoned and given a severe warning. In addition, the University may apply the same punishment as in cheating on final exams. (cf. p. 30 Cheating on Final Exams)

Cheating or misconduct in report exams sometimes occurs unintentionally and may well be avoided if a student takes a more cautious stance. Read the “Stance on Exams, Reports and Papers” thoroughly to prevent misconduct and comply with the policy of “Academic Honesty”.

● Stance on Exams, Reports and Papers

◆ To promote “Academic Honesty” and to comply with its policy

As the name Sophia indicates, Sophia University respects wisdom in its ultimate form. We ask the students to cultivate an attitude of Academic Honesty based on the following two points; Sophia lays emphasis on its educational principles of respecting others and cooperating with others based on the concept of “Men and Women for Others, with Others”.

(1) Students should respect the research and source of information of their forerunners and contemporaries and conduct independent and in-depth study.
--

(2) Students should make continued efforts to enhance their basic academic skills.
--

By observing these points, students will be able to avoid committing acts of academic dishonesty such as breaking research rules (falsifying and fabrication of data) simply because they wish to be academically creative, or giving off research results of others as your own, or also unintentional plagiarism. All these are acts opposed to Academic Honesty.

Final exams are conducted so that a student can check how much he/she has achieved in the studies (written exams or reports). We expect students to be as honest and sincere in the exams as they always are in class. Dishonest acts such as cheating on exams and falsifying reports shall be severely punished. We ask the students to act with respect for wisdom in various scenarios with the Sophian stance of respecting wisdom.

◆ Rules for quotations in reports and papers

To evaluate your class work and give grades, teachers may ask you to hand in reports or papers. When writing the reports or papers, you will need to give your final comments and ideas on analysis. Your ideas and comments should not be limited to self-centered views, so you must learn from the various research conducted in the past and the present and build your research upon these. When writing reports and papers, the following points should be noted.

- 1) If the concepts and ideas, tables and charts that a student uses in the reports and papers are taken from literature, materials or websites, he/she must indicate the exact parts of the literature, materials or websites used.
- 2) If quoting directly from literature, materials, or websites, a student must show that they are quoted by placing the phrases in quotation marks, and cite the exact source.
- 3) Needless to say, a student must write his/her own reports and papers; you must never present reports written by friends, senior students, or family members as your own

If someone you know or a total stranger gives off the essay or paper you wrote as his/her own, what would your reaction be? Citing quotation and references protects the rights of the author, and it is simply a matter of academic manners and ethics for all involved in research and studies. If a student fails to observe the above 1), 2), and does not cite the quotation or show where the ideas were taken from in the literature or materials, the use of the written contents will be considered as data theft or plagiarism. Overseas, this “plagiarism” is strongly rebuked and unintentional copying and pasting of materials from reference literature or websites are considered as plagiarism. If a student gives off papers written by another person as his/her own as stated in 3), this is an act of fraud. If you are found performing such act or data theft, you will be subject to severe punishment and warnings similar to those when found cheating on written examinations. When using quotations or references, observe the following two important rules:

- ▼ (1) If you use quotations or references from books or websites in your report or paper, place footnotes and cite the sources. The styles of quotation citing are different in academic fields; you should ask your instructor for the details. Generally the following information should be given. When quoting from:
 - ◇ books: author, “title of book”, publisher, year of publication, pages quoted
 - ◇ papers in journals: author, ‘title of paper’, “title of journal”, Vol. ○, No.△, year of publication, pages quoted
 - ◇ website: creator, “name of site or article”, <URL http://www. ○○○. △△△>
date you visited the site: year, month, day (or latest updated on-year, month, day)
- ▼ (2) If you need to quote directly from materials written by someone else in your report or paper, put the quoted sentences in quotation marks to make it clear that the quoted sentences are not written by you.
 - ◇ Example for quoting directly in your report/paper:
“(your sentences) the author, Jochi Taro, writes on this subject “(quoted sentences) the meaning of the existence of university should be viewed from three perspectives . . .”
(author: Jochi Taro, year published 20xx, page quoted p.xxx)

The University level quotations must be cited accurately to show exactly who conducted the quoted research and what the results on which you base your research and analysis were. As shown, clear and accurate citing of quotations and references are expected in the practice of Academic Honesty.

8. Evaluation / Grades

● Evaluation Criteria

Academic performance is evaluated by the class teachers according to their teaching and evaluation policies based on results of exams (written, oral, practical), reports and class attendance.

Grading and evaluation criteria are as follows:

		grade	points	QPI	criteria
evaluated	pass	A	100~90	4.0	EXCELLENT
		B	89~80	3.0	GOOD
		C	79~70	2.0	SATISFACTORY
		D	69~60	1.0	PASSING
		P	——	—	PASSING
	fail	F	59 or below	0	FAILURE (did not show results satisfying passing level in a course with passing grades of “A”, “B”, “C”, “D”)
		X	——	—	NOT PASSING (did not show results satisfying passing level in a course with passing grade of “P”)
not evaluated	Withdrawal	W	——	—	Withdrew from course during designated course withdrawal period
	Transfer credits approved	N	——	—	TRANSFERRED FROM OTHER UNIVERSITIES (Approved as credits equivalent to those earned at Sophia)

※“W” will not appear on the official transcript.

The following “Grading Guideline” has been implemented by the university from the academic year 2015. The grades should be determined according to this guideline.

【The Grading Guideline】

An “A” should be given to approximately 20% and no more than 30% of the registered students. This policy, however, does not apply to seminars, guidance courses, and lecture courses with registered Students of 30 or less.

Although each course should be graded according to the evaluation criteria indicated in the course syllabus, professors should apply a grading curve to limit the number of A's to no more than 30% of the students in the course. As a result, when more than 30% of the students receive a raw score of 90 points (out of 100), those students outside the top 30% would receive a lower grade for the course.

● G.P.A. (Grade Point Average)

The Quality Point Index (=QPI: see above list) multiplied by the number of credits for the course determines the quality points (QP) for that course. The sum of all the quality points divided by the total number of credits attempted (excluding courses with grades W, N, P, X) gives the grade point average (GPA). W (withdrawn from course), N (approved course), P (passing), X (failing) are not included in the calculation.

【GPA calculation formula】

$$\frac{4.0 \times \text{credits with A} + 3.0 \times \text{credits with B} + 2.0 \times \text{credits with C} + 1.0 \times \text{credits with D}}{\text{The sum of all the registered courses (excludes courses with W, N, P, X)}}$$

● Grades Release Dates

The grades for Academic Year 2020 will be released as follows:

Courses	Year in school	Release period	Released via
Cumulative grades including Autumn Semester, 3rd Quarter and 4th Quarter	4th year	Feb 21 (Sun) ~	Loyola “Grade Inquiry”
	3rd year	Mar 15 (Mon) ~	
	2nd year		
	1st year		

● Request for Grade Review

If a student believes there has been a mistake in the grades, he/she may submit a "Request for Grade Review" to the Center for Academic Affairs. No late requests will be accepted after the deadline.

Courses	Deadline for submission
2020 Autumn Semester, 3rd and 4th Quarter courses	March 31 (Wed), 2021 15:30

* For the seniors, there is a separate application period set in each Semester. For the schedule check the Loyola Bulletin Board (Academic Services).

If you intend to submit the request, consider carefully your reasons in light of the course contents and the grading criteria of A to F; read and follow the instructions given out from Center of Academic Affairs.

The following reasons will not be acceptable for submitting a Request for Grade Review:

- ① simply requesting for a re-evaluation and re-grading.
- ② asking the teacher to be lenient (affects your prospective graduation or acquisition of teacher's license etc.)
- ③ complaints based on comparison with other students (your friend had a grade B and you don't understand why you have a C, etc.)
- ④ you do not question the grading itself, but ask for the reason (ask the teacher for feedback, comment, disclosure of exam scores, etc.)
- ⑤ you have only non-specific statements such as "I attended the classes", "I took the exam" etc.

● Guidance for the students whose GPA is less than 0.5

According to Article 40 of University Regulations, students who fail to obtain 32 credits or more in two consecutive academic years shall be dismissed from the university.

To avoid such case, the department individually contacts the students whose GPA is less than 0.5 and give guidance at the end of the academic year.

This system is to give a chance to the students to look back their school life and study plan, and consult faculty staff on their future academic plan. In case the students do not show any improvement on their motivation after the guidance, the university may recommend withdrawal from the university.

For students with any academic problems or physical or mental distress, the university provides consultation throughout the year by not only faculty staff but also counselors and department staff. If you wish to consult, visit the university's official website → "Campus Life" → "Student Support" → "Student Consultation Services".

● Students with no Prospects of Academic Progress

Students who fail to earn a total of 32 credits or more in courses specified by the Departments in two consecutive years (NB) shall be dismissed from the university. For more information, refer to Academic Handbook (履修要覧) (administrative bylaws, Section 1, Article 40, University Regulations) ,

(NB) Two consecutive years are as follows:

Faculty of Liberal Arts, Faculty of Science and Technology English Course, SPSF			
Four consecutive semesters excluding periods of leave of absence			
(Example) If student takes leave of absence in 4Q of Year prior to preceding year and in 1Q of Current year.			
	Spring		Autumn
	1Q	2Q	3Q 4Q
Year prior to preceding year	● enrolled	● enrolled	enrolled leave of absence
Preceding year	● enrolled	● enrolled	● enrolled ● enrolled
Current year	leave of absence	enrolled	● enrolled ● enrolled
※two consecutive years are the four semesters with the ● mark			

When calculating the credits, pay attention to the following:

- Credits are calculated by adding the credits obtained in two consecutive years. For students of the Faculty of Theology, Humanities Human Sciences, Law, Economics, Foreign Studies, Global Studies and Science and Technology (excluding English Course), the credits obtained in the academic year in which the leave of absence took place are not included in the calculation.
- For re-admitted students and second degree students, only the number of enrollment years and credits obtained after they re-entered or were admitted as second degree students will be calculated.
- For transfer students, the number of enrollment years and transfer credits which were approved at transfer admission will be included in the calculation.
- If a study abroad period exceeds one year, the period exceeding a year will be deemed a period of leave of absence.
- Credits obtained during study abroad approved within the consecutive two years will be included in the calculation.

N.B. Preferential Measures

Upon deliberation by the faculty meeting and with an approval of the President, a student who is in the third year or above, and who has taken less than 32 credits in four consecutive semesters excluding the period(s) of leave of absence, may be exempted from dismissal from the University by Article 40, if the total number of credits earned divided by the number of semesters of enrollment is more than 8 credits.

9. Graduation Requirements, Self-Evaluation

● Graduation Requirements

Students enrolled in Sophia University must meet the following two requirements to earn credits and graduate from the university: if you fail to meet either of the requirements, you will not be able to graduate and will need to repeat a year or a semester.

- 1 : To satisfy the residence requirement
(4 years; may vary for transfer, re-entry, and second-degree admission students)
- 2 : To take courses specified and obtain credits for graduation requirements
(Courses and credits required for graduation vary depending on your Department and the year in which you were admitted)

● Check Credits Required for Graduation

(1) Students are responsible for creating their course registration plans and meeting the above graduation requirements. (2) Students also must check that the plan satisfies all graduation requirements. It is the sole responsibility of the students to follow the above processes.

The Center for Academic Affairs offers advisory services on course registration, but the office will not be responsible for checking graduation status and credit requirements or calculation for individual students. Students are responsible for checking whether or not they are able to graduate.

● How to Check Credits Required for Graduation

This function is made available to assist the students in checking the number of required credits for graduation by themselves; however, this is a mere calculation of credits on the computer system and is not a service to ensure graduation.

- 1) Check the Bulletin of Information
The courses and credits required for graduation vary depending on your Department and matriculation year.
Please thoroughly read the sections for your Department and matriculation year in the Bulletin of Information on “Courses and minimum number of credits required for graduation”, “Standard course distribution list”, and “Notes on Taking Courses”; check for each course you have taken and the credits earned to which category of credits required for graduation they apply.
 - 2) Check the Loyola “Self evaluation” function
When you have checked the Bulletin of Information as shown in 1) above, please also check the Loyola “Self Evaluation” function as follows:
 - “Self Evaluation” function:
On Loyola you may check your status of courses taken and credits earned for each category of graduation requirements by calculating the missing number of credits you need for graduating from the sum total of credits of courses you are currently taking and the credits you have earned so far.
This function makes it simple and easy for you to check the number of credits required for graduating; however, it is a calculation of credits on the computer system and is not a service to ensure graduation.
 - “Self Evaluation” may not work for certain cases
Some Departments have complicated curriculum and the calculation/display may not work properly. For more details, please check the Loyola Bulletin Board (Academic Services) “Points to be noted on Self-Evaluation screen”.
 - Self Evaluation function available period
The Self Evaluation function on Loyola is available for a designated period only. For the schedule of available periods in the 2020 Academic Year, check the Loyola Bulletin Board (Academic Services).
- * Please note it is not available during course registration periods or withdrawal periods (4th year students may use the self evaluation function during course registration periods).

10. Credit Transfer and Approval

● Credit Transfer and Approval

Credits earned at other universities or colleges before entering Sophia University or credits earned at overseas universities during study abroad after entering Sophia may be transferred and approved as credits equivalent to those earned at Sophia.

The requirements and maximum limit of transfer credits will vary depending on the type of credit transfer. To have credits transferred, check the details before applying for credit transfer.

Requests for credit transfer will be processed among several offices and Departments before the final decision on the approval is made and this may take about a month after application. The decision on approval of credit transfer will affect your future course enrollment plan; apply well ahead to allow sufficient time for the approval procedure.

For procedures to transfer credits obtained during study abroad, read “Procedures for credit transfer and approval of study abroad credits”.

● Grades of Courses with Transferred Credits

The credits transferred and approved will be marked “N (認定 *Nintei*)” on your transcript of records. Except for compulsory courses, basically the courses with transferred credits will not be listed under the course titles, but will be summed up by course category (elective compulsory, elective, group xx).

The grades marked “N(認定 *Nintei*)” will not be counted into “Maximum credit limits” per semester or year at course registration; such grades will also not be included in the GPA calculation.

● Application Period for Credit Transfer and Approval

Depending on submission date of credit transfer application, the approved credits may be included in either “Spring Semester” or “Autumn Semester” and will be marked “N 認定 *Nintei*”

July 27 (Mon), 2020 – January 22 (Fri), 2021: application submitted to the Center for Academic Affairs
→ approved as credits for 2020 Autumn Semester

● Transfer of Pre-matriculation Credits

Students who entered Sophia University as freshmen (or re-admitted students or second degree students) may apply for credit transfer for up to 30 credits earned at other universities, colleges, higher professional schools or Sophia School of Social Welfare prior to matriculation (must apply within 3 months after entering Sophia). However, credits previously approved as Sophia credits are excluded. For more information, inquire at the Center for Academic Affairs (Academic Services). Also read the “Bylaw on Transfer of Pre-matriculated Credits”.

● Credit Transfer of Transfer Students

Transfer students may apply for transfer of credits earned at other universities to be approved and counted as equivalent to credits required for graduation at Sophia.

■ Maximum limit of credit transfer

- 1) Credit transfer will be approved in categories of General Studies (*Zengaku-Kyotsu-Kamoku*) and Specialized Education respectively up to the number of credits required for graduation set by each Department.
- 2) The maximum number of credits that can be transferred will be decided by each Department up to one half of the credits required for graduation set by the Department.

Also read the “Bylaw on Credit Transfer of Transfer Students”.

● Credit Transfer for Teacher Certification Program

Transfer credits approved as credits earned at Sophia University may be approved as credits for the teacher certification program. If a student wishes to apply for credit transfer for the teacher certification program, inquire at the Center for Teaching and Curator Credentials.

● Graduate School Pre-admission Course Enrollment System

Undergraduate students who show excellence in their academic performance may enroll in courses designated by each Graduate School in their senior year following a screening. On admission to Sophia University Graduate School, the credits earned in such courses will be approved as pre-admission credits up to the maximum number set by the Graduate School.

Credits earned through the system of course enrollment prior to admission to Graduate School will not be approved as credits required for undergraduate graduation.

The Graduate Schools/Programs that have a system of course enrollment prior to admission to Graduate School are as follows:

- Graduate School of Theology
- Graduate School of Humanities, Master's Program in French Literature
- Graduate School of Human Sciences, Master's Program in Social Services
- Graduate School of Law, Juris Doctor Program
- Graduate School of Economics
- Graduate School of Global Environmental Studies
- Graduate School of Science and Technology

For more information, please read "Bylaw on Graduate School Pre-admission Course Enrollment of Undergraduate Degree Students"

● Credit Transfer by Student Exchange Agreement

If a current student earns credits at another university in Japan affiliated by a student exchange agreement, the credits will be transferred and approved as credits equivalent to those earned at Sophia.

There are two types of student exchange agreement: "in-country exchange type" and "credit transfer type".

Credits earned by Sophia students at the Japanese Universities with an exchange agreement will be approved as credits earned at Sophia, up to 30 credits for "In-country exchange type" and 10 credits for "Credit transfer type".

For more information on student exchange agreement, inquire at the Center for Academic Affairs (Academic Services)

Type	Exchange University	Maximum transfer credits	Form of exchange
In-country exchange	Seisen Jogakuin College Elizabeth University of Music Nagasaki Junshin Catholic University Fuji Women's University Kwansei Gakuin University	30 credits	Exchange students continue to be enrolled at Sophia University (student status at Sophia will be "study abroad"); during exchange period, students will take courses and engage in research at the host university.
Credit transfer	Tokyo Junshin's University Tokyo College of Music The University of Sacred Heart, Tokyo International Christian University	10 credits	Students will be enrolled at Sophia and take courses at Sophia and at the same time take courses and engage in research at the host university.

● Credit Transfer from Study Abroad

As a current student, if you earn credits on a student exchange program (study abroad at an overseas university under a student exchange agreement with Sophia) or on general study abroad (at a degree-awarding university approved by the Department Chair prior to studying), the credits will be transferred up to 30 credits and approved as credits equivalent to those earned at Sophia (must apply within 3 months after returning to Japan).

■ Calculation of credit transfer

(1) Most universities including US

One class hour (in minutes) \times number of classes in a week \times course duration (number of weeks) \div basic class hours at Sophia

(2) Universities in Spain, Brazil etc.

Total class hours in a year \times 60 (in minutes) \div basic class hours at Sophia

Basic class hours at Sophia

Type of courses	Basic class hours
Lectures/seminars	675 min (1 Credit)
Languages/seminars	1,350 min (1 Credit)
Experiments	2,025 min (1 Credit)
Physical exercise	1,350min (1 Credit)

* Note that for credit transfer, you must have the class schedule which is the basis for the calculation.

※ Approved credits “N” will not be counted into maximum credit limit per year. They will not be included in the GPA Calculation.

For more information, refer to the “Handbook for Study Abroad” issued by the Center for Global Education and Discovery.

11. Overseas Short-term Language Program/ Overseas Short-term Study Abroad Programs/ Social Engagement Program

● Credit from Overseas Short-term Language Programs

The programs are intended for students to participate in language programs at affiliated universities overseas during university vacations and to earn foreign language credits (2 credits). Note: while students in the last semester before expected graduation are eligible to participate in the program, no credit will be awarded.

The grades for the language courses will be either “P (pass)” or “X (fail)”.

Courses with grades “P” or “X” will not be included in the maximum credit limit per semester or year at course registration or in calculation of GPA.

For more information on language programs, refer to “Foreign Language Courses” “Academic Handbook” (履修要覧) and “Handbook on Study Abroad” issued by the Center for Global Education and Discovery and also “Bylaws on Overseas Short-term Language Programs”.

● Credit from Overseas Short-term Study Abroad Programs

These programs are intended for students to participate in programs at affiliated universities abroad during university vacations to transfer credits successfully earned, and to have them approved as credits at Sophia. Note: while students in the last semester before expected graduation are eligible to participate in the program, credit transfer will not be possible.

Participating students should have a certain level of language proficiency to study their major subjects taught in a foreign language.

There are two types of Overseas Short-term Study Abroad programs, and credits will be marked differently.

- 1) Credits earned at a university offering the approved program are transferred and approved.
→ Grades will be shown as “N Nintei” (認定)
- 2) Courses registered as courses offered at Sophia;
→ Grades will be shown as “P (pass)” or “X (fail)”.

Courses with grades “P”, “X” or “N” will not be included in the maximum credit limit per semester or year or in the calculation of GPA.

For more information on overseas short-term programs, see “Handbook on Study Abroad” issued by the Center for Global Education and Discovery and also “Bylaws on Overseas Short-term Language Programs”

<List of Overseas Short-Term Study Abroad Programs>

※ The following programs may be changed or cancelled without notice; check the updated information at the Center for Global Education and Discovery.

(1) Credits transferrable to be approved as credits earned at Sophia

University	Language of instruction	Country	Program duration	Credits	Grades and credits
University of California, Los Angeles (UCLA)	English	USA	During summer vacation	Depends on courses taken by the participant	<ul style="list-style-type: none"> * May be approved as General Studies (<i>Zengaku Kyotsu Kamoku</i>) (Electives) or Specialized Education; will not be approved as language courses * Participant should consult the Department Chair before going abroad, and he/she will need to submit request for credit transfer upon return to Japan. * May be approved as credits for 2020 Autumn Semester; the grade given to successful participant will be “N” transfer approved (Nintei).
Ecole Supérieure des Sciences Commerciales d'Angers (ESSCA)	English	Hungary	During spring vacation	Depends on courses taken by the participant	<ul style="list-style-type: none"> * May be approved as General Studies (<i>Zengaku Kyotsu Kamoku</i>) (Electives) or Specialized Education; will not be approved as language courses * Participant should consult the Department Chair before going abroad, and he/she will need to submit request for credit transfer upon return to Japan. * May be approved as credits for 2021 Spring Semester; the grade given to successful participant will be “N” transfer approved (Nintei). * The program is based on an exchange agreement; the tuition is waived. (participants are responsible to pay their air fare, accommodation and meals).

(2) Courses taken may be considered equivalent to courses offered at Sophia

University	Language of instruction	Country	Program duration	Credits	Grades/credits	Faculty/Dept. offering course
University of California, Davis	English	USA	During summer vacation	2	<ul style="list-style-type: none"> * May be counted as elective Course of Science and Technology Shared Course Group I; will not be approved as credits required for graduation. * Credits will be given in 2020 Spring Semester and successful participants will receive grade “P”. 	Faculty of Science and Technology Common Programs
SOAS University of London	English	United Kingdom	During summer vacation	4	<ul style="list-style-type: none"> * May be counted as General Studies (<i>Zengaku Kyotsu Kamoku</i>) or Specialized Education course; will not be approved as language courses. * Credits will be given in 2020 Spring Semester and successful participants will receive grade “P”. 	Faculty of Foreign Studies
University of Oxford	English	United Kingdom	During summer vacation	2	<ul style="list-style-type: none"> * May be counted as General Studies (<i>Zengaku Kyotsu Kamoku</i>) (Electives) or Specialized Education course; will not be approved as language courses. * Credits will be given in 2020 Spring Semester and successful participants will receive grade “P”. 	Faculty of Foreign Studies
University of Victoria	English	Canada	During summer vacation	4	<ul style="list-style-type: none"> * May be counted as General Studies (<i>Zengaku Kyotsu Kamoku</i>) (Electives) or Specialized Education course; will not be approved as language courses. * Credits will be given in 2020 Spring Semester, and successful participants will receive grade “P”. 	Department of Management
University of North Carolina at Charlotte	English	USA	During spring vacation	2	<ul style="list-style-type: none"> * May be counted as elective Course of Science and Technology Common Programs Group I; will not be approved as credits required for graduation. * Credits will be given in 2020 Autumn Semester and successful participants will receive grade “P”. 	Faculty of Science and Technology Common Programs
Institut d'Etudes Politiques de Paris	English	France	During spring vacation	4	<ul style="list-style-type: none"> * May be counted as General Studies (<i>Zengaku Kyotsu Kamoku</i>) (Electives) or Specialized Education course; will not be approved as language courses. * Credits will be given in 2020 Autumn Semester and successful participants will receive grade “P”. 	Faculty of Foreign Studies

● Credit Transfer of Social Engagement Programs and Internship Courses

Sophia University has various social engagement programs overseas during the semester and university recess for which you can obtain and transfer credits.

【Social Engagement Programs】

Overseas programs, which include field works and service learning components, are available during university recess; the credits obtained for successfully completed courses may be transferred as Elective Courses of General Studies. However, if you intend to graduate at the end of the semester in which you will obtain such credits, you are eligible to participate in the program but no credits will be awarded. The grades given in the programs will be either “P (pass)” or “X (fail)”.

Courses with grades “P” or “X” are not counted into the “maximum credit limit” per semester or year at Course Registration. They are also not included in calculation of GPA.

Note that you need to plan your enrollment carefully as this course involves an overseas tour for which you will be responsible to pay and the course itself may be cancelled if the number of tour participants does not reach the minimum participant requirement.

Academic Records (Notifications/Certificates)

1. Academic Records

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Repeating a Semester / Study Abroad / Leave of Absence / Resuming Studies /
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2. Certificates

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Certificates from the Certificate Issuance Machine
Certificates issued at the Office

3. Change of Faculty/Department, Re-admission, Second degree admission

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Change of Faculty/Department
Re-admission/Second Degree Admission

4. Early Graduation

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Early Graduation

1. Academic Records

● Student ID Number

All students are given an individual Student ID Number upon entering the University. The Student ID Number is necessary in all parts of student life; memorize your Student ID Number.

(Example) A 20 11 001

Individual number given to student in the Department
Department number (see List below)

Matriculation year (*)

Student status code ("A" means full-time undergraduate student)

* Transfer, Second degree admission, and Re-entry students are given ID numbers of the relevant matriculation year and this may be different from the actual year of entrance.

■ List of Department Numbers

Faculty	Department	Dept. No.
Theology	Theology	91
Humanities	Philosophy	11
	History	14
	Japanese Literature	15
	English Literature	16
	German Literature	17
	French Literature	18
	Journalism	19
Human Sciences	Education	81
	Psychology	82
	Sociology	83
	Social Welfare	84
	Nursing	85
Law	Law	31
	International Legal Studies	32
	Legal Studies of the Global Environment	33
Economics	Economics	41
	Management	42

Faculty	Department	Dept. No.
Foreign Studies	English Studies	51
	German Studies	52
	French Studies	53
	Hispanic Studies	54
	Russian Studies	55
	Luso-Brazilian Studies	56
	Global Studies	21
Liberal Arts	Liberal Arts (Spring Enrollment)	67
	Liberal Arts (Autumn Enrollment)	68
Science and Technology	Materials & Life Sciences	76
	Engineering & Applied Sciences	77
	Information & Communication Sciences	78

● Student ID Card

The Student ID Card certifies that you are a student of Sophia University. Carry it with you at all times as you may be asked to show it in various situations both on and off campus. Note carefully that in the following cases services may not be provided without your Student ID Card.

Student ID Cards should not be lent or given to another person regardless of the reason. Return the Student ID card to the university when you lose your student status by withdrawal from university etc.

■ You will need the Student ID Card in the following cases:

- 1) to take exams
- 2) to use the certificate issuance machine and obtain a certificate or student travel fare discount certificate
- 3) to enter the university main library, to borrow library books
- 4) to buy your commuting pass
- 5) to show at the request of officials when you are on trains etc. using a commuting pass or student discount ticket
- 6) to submit various application forms at the office
- 7) to show when requested by a faculty or staff of Sophia University

- **Valid Enrollment Sticker**

The Student ID Card is valid only with a current Enrollment Sticker (Zaiseki - kakunin Seal)在籍確認シール affixed on the back. The Sticker is valid for one year; change to a valid current sticker at the beginning of each academic year. Notify the Center for Academic Affairs, Academic Records Section, if there are any changes in your address or commuting route or when there are no vacant columns left in the commuting pass issue record.

- **Changes in the data of Student ID Card**

If there are any changes or errors in the data (name, date of birth etc.) on the Student ID Card, notify the Center for Academic Affairs, Academic Records Section.

- **When the magstripe invalid**

When you cannot enter the main library nor use the certificate issuance because of the magstripe error, please come to the Center for Academic Affairs.

<Attention>

Please keep free the card from the magnet like smartphone case or clasps of bags.

- **Lost, damaged or defective Student ID Card**

Request a re-issue at the Center for Academic Affairs, Academic Records Section; purchase a fee payment sticker (1,000yen) and place it on the designated form, "Request for re-issue of Student ID Card" (学生証再発行願).

● Residence Requirements

The permitted period of enrollment at Sophia University is 8 years. Periods of leave of absence will not be counted toward the period of enrollment (Article 38, University Regulations). The required period to complete study courses (residence requirement) at Sophia University is 4 years except in cases of early graduation. Periods of leave of absence, suspension from the university, or study abroad exceeding one year are not counted toward the residence requirement (Article 13, Article 57-2, University Regulations).

● Repeating a Semester

A student who fails to complete the graduation requirements in the four years of study after entering the university will have to repeat a semester.

When a student needs to repeat a semester, a Student ID Card with an extended period of validity will be sent by postal mail to the student at the end of March or the middle of September.

● Study Abroad

Sophia university has two types of study abroad program, Exchange Program and General Study Abroad Program. To join these programs, students should submit "Request for Study Abroad (留学願)". Also, students can study abroad taking leave of absence or joining the short term programs held during summer and spring vacation. Depending on the types and period of study abroad, there are differences in the tuition, application materials, inclusion in the residence requirement, and transfer of credits. Students who wish to study abroad should apply after thoroughly reading the "Handbook for Study Abroad" issued by the Center for Global Education and Discovery and plan their study well.

- **Eligibility**

Students who plan to apply for exchange program or general study abroad program should have finished at least 4 quarters and have obtained more than 32 credits at Sophia by the time they begin their study abroad program.

- **Period of Study Abroad**

Students can join Exchange program for one semester or one year without taking a leave of absence. Those participating in the General Study Abroad Program can study abroad from one quarter. It is possible to extend the study abroad term to 2 years in maximum, but up to one year will be included into the residence requirement.

- **Deadline for submission of the "Request for Study Abroad (留学願)"**

Center for Global Education and Discovery will provide the deadline for submission to the students participating in the exchange program.

Students who will go abroad on the general study abroad program should submit the “Request for Study Abroad (留学願)” 1 month prior to start study abroad AND the day before the Quarter start day.

■ **The University-designated Overseas Travel Insurance and Crisis Management Service**

Students traveling overseas as part of university-related programs, including general study abroad program and study abroad during the leave of absence are required to purchase the university-designated overseas travel insurance and crisis management service. For details, please inquire at the Center for Global Education and Discovery.

■ **Report of Return to Japan**

When students return from a study abroad, they should submit the “Report of Return to Japan (帰国届)” in 1 month. Students who joined the exchange program should submit the Exchange Report Form to the Center for Global Education and Discovery before submitting the Report of Return to Japan.

■ **Transfer of Credits**

Up to 30 credits earned on university pre-approved study abroad can be transferred to (credits earned during overseas study by taking leave of absence do not apply here). For more information, please see p.39

, “10. Credit Transfer and Approval” and “Handbook of Study Abroad” issued by the Center for Global Education and Discovery.

● Leave of Absence

A student who wishes to take a leave of absence due to reasons beyond his/her control must consult the Department Chairperson or class teacher and submit the completed “Request for leave of absence” form (休学願). If the reason is illness, it must be accompanied by a doctor’s certificate. If students take a leave of absence and study abroad, they are required to purchase the university–designated overseas travel insurance and crisis management service. For details, inquire at the Center for Global Education and Discovery.

The period of leave of absence is not counted toward the residence requirement and graduation will be delayed for the duration of the absence. Also, a student who is taking a leave of absence cannot graduate in that quarter, even if all graduation requirements are met.

■ **Period of Leave of Absence**

Leave of Absence may be requested per quarter. A leave of absence may not extend over two consecutive years or a total of 4 years (Article 32 University Regulations).

■ **Deadline to submit request**

Period of Leave of absence (Quarter)	Deadline to submit request
Autumn Semester (3rd + 4th Quarter)	October 31 (Sat)
September 21 – November 18 (3rd Quarter)	October 31 (Sat)
November 19 – March 31 (4th Quarter)	December 20 (Sun)

A student who intends to take a planned leave of absence must submit the “Request for Leave of Absence” at least one month prior to the beginning of the academic year or semester of the planned absence.

Any requests submitted after the deadline will not be accepted for any reason. If the request is sent by postal mail, it must be postmarked on or before the deadline date. In the case of submission at the office, it must be submitted by 3:30 pm on the weekday prior to the deadline when the deadline is a school holiday. The request for leave of absence may be submitted for two consecutive years of absence.

■ **Tuition and fees**

There will be a reduction of the tuition and fees during leave of absence. For more details, inquire at the Center for Academic Affairs (Tuition and Fees).

■ **For Foreign Students with College Student Status of Residence**

Students with a “College Student” Status of residence who take a leave of absence may lose their status of residence in Japan. For details, please consult with the Academic Records Section.

※You can download the “Request for leave of absence” form from Loyola Download Center.

● Resuming Studies

When the period for Leave of Absence is over, student status returns automatically to resume studies, so there is no need to submit an “Intent to resume studies” form (復学届). However, in the following cases, it is necessary to submit the “Intent to resume studies” form. The deadline is the day before the beginning of the quarter that you intent to resume.

- 1) leave of absence due to illness (attach supporting doctor's certificate 医師の診断書)
- 2) a student wishes to return to studies earlier than scheduled; permission for leave of absence was obtained for 2 or more quarters but the student wishes to shorten the period of absence as the reason for taking the leave no longer exists (the period may not be shortened to less than one quarter)

● Suspension from University

A student who commits violations such as misconduct in examination shall be given severe penalties including suspension or dismissal from university according to Article 60 of University Regulations. The period of suspension is not counted in the residence requirement and such student will not be able to graduate from university in four years, the normal residence requirement. Student will be able to return to university studies on the day following when the indefinite suspension is lifted or when the term of the definite suspension expires.

● Withdrawal and Dismissal

There are two types of withdrawal from the university: voluntary withdrawal and dismissal.

■ Date of Withdrawal

The date of withdrawal shall be the end of the semester (September 20 or March 31).

■ Voluntary withdrawal

A student wishing to withdraw from university for certain reasons must consult the Department Chairperson or class teacher, complete the “Request for Withdrawal from the University” (退学願) and submit the request to the Center for Academic Affairs (Academic Records Section) with their Student ID Card, before the desired date of withdrawal.

Students who intend to withdraw from the university must have paid all tuition and fees for the period prior to the withdrawal.

■ Dismissal from the university

The following students shall be dismissed from the university:

1) **Expiry of Period of Enrollment**

Students whose period of enrollment (excluding leave of absence periods) exceeds 8 years.

2) **Students to whom Article 40 of University Regulations applies**

Students who fail to obtain 32 credits or more including subjects specified by undergraduate departments in two consecutive academic years.

3) **Failure to pay tuition and fees**

Students who fail to pay the tuition and fees before the set deadline.

4) **Other reasons**

Students to whom Article 60 and 61 of the University Regulations apply.

● Individual Information

■ Change of address or phone number

When there are changes in students' or the guarantors' address or phone number, students should update the information through “Address registration” menu on Loyola. In case the guarantor's address is outside Japan, they should submit the “Address change sheet (住所変更届)” to the Academic Records Section. This option is only for non-Japanese students. When students change their own address, they need to obtain a new enrollment sticker (在籍確認シール) at the Academic Records Section.

■ Change of student's name

If there is a change in student's name, submit a “Name change sheet (氏名変更届)” available at

the Academic Records Section, and attach a certificate of residence (住民票の写し) issued by the local government (stating the full name, date of birth; permanent address, family relation information and Individual Number (My Number) is not required).

■ **Guarantor**

Sophia university requires all students to have a guarantor. Sophia university sends important notices regarding academic affairs and school newsletters to the guarantor's address, or may contact the guarantor in the case of emergency. Please note some of the notices may not be sent to the guarantor living abroad.

A guarantor should be one of the below (listed in order of priority):

1. A parent who lives in Japan
2. A person who lives in Japan and earns his/her living independently
3. A person who earns his/her living independently and who lives in a foreign country (This option is only for non-Japanese students)

■ **Change of the guarantor**

If students intend to change the guarantor, they need to submit the “Guarantor change sheet (保証人変更届)” to the Academic Records Section.

■ **Change of nationality**

If there is a change in student's nationality, submit a certificate of residence (住民票の写し) issued by the local government, which includes the full name, date of birth for all students, nationality, status of stay, period of stay, resident card number for non-Japanese students.

● **For non-Japanese students (Residence status)**

All non-Japanese students must have appropriate residence status.

It means “College Student” or other residence status such as “permanent resident”, “long term resident”, or “dependent”. A temporary visitor visa is not acceptable.

All non-Japanese students are required to notice their residence status and period of stay in Japan to Sophia university. When they renew the resident card, they should submit their resident card as soon as possible to the Academic Records Section. Failure of submission may cause various result like suspension of Loyola ID, termination of scholarship benefits, or other inconveniences.

■ **Residence status of “College Student”**

Residence permission is the permission for non-Japanese residing legally in Japan for the mid- to long-term who have resident status under the Immigration Control Act (“mid- to long-term residents”). For students who study at an university in Japan may obtain “College Student” status. Non-Japanese people should carry the resident card at all times.

If students take leave of absence or withdraw from the university, they should change the residence status or go out from Japan.

■ **Extension of period of stay under the “College Student” residence status**

When students holding “College Student” status intend to extend the period of stay, they should fill out the application for extension of period of stay “For applicant, part 1-3”. The “For organization, part 1-2” must be filled out by the Academic Records Section. The issuing fee is 200 yen and it will take 3 working days.

They can apply for extension from 3 months prior to expiration date at the Immigration Bureau. Please be aware that staying in Japan beyond the period of stay is illegal and may be punished.

■ **Change of residence status to “College Student”**

When students intend to change their residence status to “College Student”, they should fill out the application for change of status “For applicant, part 1-3”. The “For organization, part 1-2” must be filled out by the Academic Records Section. The issuing fee is 200 yen and it will take 3 working days.

Register the changes in your status of residence at the residential municipal office within 14 days.

2. Certificates

※Under COVID-19 situation, Certificate Issuance Machine is unavailable and we accept certificate request only by mail. For details, please see our official website.

Below are the information under usual circumstances.

Various certificates are issued either from the certificate issuance machine or at relevant offices. **Check the types of certificates** you need and apply as follows:

● Certificates from the Certificate Issuance Machine (NB 1, NB 3)

Certificates	Fees	Day of issue	Notes
Certificate of Attendance (Japanese / English)	¥ 200	On the same day	Issuance machines are installed on: ・ 4th floor, Bldg. No.2; ・ Mejiro Seibo Campus (in office center) Service Hours: Mon. - Fri. 9:00 to 17:00 * any changes due to school events will be announced
Official Transcript (Japanese / English)	¥ 200		
Certificate of prospective graduation (Japanese / English) (NB 2)	¥ 200		
Student Discount Certificate	free		
Medical Checkup Certificate (university designated form in Japanese only)	¥ 300		
Temporary Student ID Card (issued only during Final Exam period)	¥ 500		

Please follow the voice instructions of the certificate issuance machine on how to operate the machine.

(NB1) A Student ID Card is required to have the certificates issued. The certificate issuance machine is available for current students only.

(NB2) The Certificate of Prospective Graduation certifies that the student has met all graduation requirements and is eligible to graduate, but it does not mean that the University guarantees the student's graduation.

(NB3) For the password, inquire at the Center for Academic Affairs (Academic Records Section).

● Certificates issued at the Office

Certificates	Fees	Day of issue
Certificate of prospective acquisition of teacher's license	¥ 400	Takes 3 working days from day of application
Graduation / Degree Certificate (Japanese / English)	¥ 300	Application received → Day of issue ・ Mon/Tue → Fri ・ Wed/Thu → following Mon ・ Fri → following Wed
Certificates necessary for application of "Permission to change the status of residence" and "Permission to extend period of stay"	¥ 200	
Certificate of payment of tuition and fees	¥ 300	
Official Personal Report	¥ 500	Inquire in advance
Re-issue of Student ID Card	¥ 1,000	On the same day

Office in charge: Center for Academic Affairs (Academic Records Section); 1F, Bldg. No.2

- 1) Complete application forms available at the office.
- 2) Purchase the fee payment sticker from the vending machine and place it on the application form.
- 3) Submit application form with your Student ID Card to the office. Receipts will be issued to the applicant.
- 4) On the day of issue, show the Receipt at the office and receive the certificates.

3. Change of Faculty/Department, Re-admission, Second Degree Admission

● Change of Faculty/Department

Students who wish to change to another Department and who satisfy the following requirements may do so by submitting a request. After submitting the request, the student will take an exam given by each Department.

■ Eligibility

- 1) Student has completed or is expected to complete at least four semesters of study at the time of the requested change (period of leave of absence is not included)
- 2) Student has a 2.6 GPA or higher for credits obtained in Language Courses (only compulsory courses) and General Studies (Zengaku kyotsu). (Only General Studies for students who entered before 2014).
- 3) Student satisfies all requirements set by the Department he/she wishes to change to.
- 4) There is adequate reason for the change.

Note: *Transfer of Faculty/Department is limited to one time.

*Transfer students and Re-admitted students cannot apply.

● Re-admission

Re-admission is admission of a student who has withdrawn from Sophia University and wishes to enter the same Department he/she had previously enrolled.

■ Eligibility

Student must fall under one of the following:

- 1) Withdrawal under Article 39, University Regulations (Voluntary withdrawal; withdrew on or before March 31, 2020 for Autumn 2020 entry)
- 2) Withdrawal under Article 64, University Regulations (failure to pay tuition and fees; withdrew on or before March 31, 2020 for Autumn 2020 entry)
- 3) Withdrawal under Article 40, University Regulations (32-credit system; withdrew on or before September 20, 2019 for Autumn 2020 entry)
- 4) Withdrawal under Article 60, University Regulations (violation of Regulations; withdrew on or before September 20, 2019 for Autumn 2020 entry)
- 5) Withdrawal under Article 61, University Regulations (violation of Four articles of inappropriate enrollment; withdrew on or before September 20, 2019 for Autumn 2020 entry)

The following students cannot apply for re-entry:

- 1) Withdrawal under Article 38; period of enrollment exceeded the permitted number of years (8 years).
- 2) Students who withdrew again after re-admitted.

● Second Degree Admission

Second Degree Admission is admission of students who have graduated (or are expected to graduate) from Sophia University and who wish to enter another Department for their second Bachelor's degree.

For more information, inquire at the Center for Academic Affairs (Academic Records Section).

4. Early Graduation

● Early Graduation

The basic residence requirement of Sophia University is 4 years. However, students (1) who are enrolled at Sophia for 3 years or more, (2) have completed the required courses for graduation with good academic performance and (3) who wish to graduate early, may request for approval for early graduation. Faculty meeting of the students affiliated faculty will review and decide upon applications for early graduation, which will be forwarded to the President for approval. For more information, please refer to the pages for SPSF curriculum (pp.71-103)

General Studies

Health and Physical Education

... P. 56

Studies in Christian Humanism

... P. 56

General Studies SPSF Common Core(Themed Based)

... P. 57

General Studies Elective Courses

... P. 58

Language

... P. 60

GENERAL STUDIES

Health and Physical Education

“Wellness, the Body and Culture” (2cr), is compulsory for all students. This course should be taken in Spring semester in 2021. The course will be offered in English. Students will be assigned to the appropriate class. If you have any concerns of taking a regular course for physical and mental health issues or other reasons, please consult the HPE department. (For contact information, refer to Bulletin Boards/Faculty and Department Office)
Withdrawal is not allowed for compulsory HPE courses.

Studies in Christian Humanism

Two courses in the category “Studies in Christian Humanism” (キリスト教人間学) for a total of 4 credits are compulsory for all students who are enrolled in the SPSF. Normally, students must take one course in their first semester and another in the second semester.

Course List

Registration CD	Semester offered	Course title	Cr.	Day & Time
GSG18910	Autumn	PHILOSOPHY OF HUMAN RIGHTS AND HUMAN DIGNITY	2	Tue, 5
GSG19050	Autumn	MORAL DILEMMAS AND ETHICAL PERSPECTIVES	2	Tue, 5
GSG19370	Autumn	PHILOSOPHY OF HUMAN NATURE	2	Tue, 5
GSG19410	Autumn	FREEDOM AND LEADERSHIP:IGNATIAN SPIRITUALITY FOR LIFE	2	Tue, 5

Please note that places in these courses will be chosen by lottery, so students should register for these courses during the **lottery registration period**. For details, See p. 25～.

General Studies SPSF Common Core (Themed Based)

All SPSF students must take two courses in the category SPSF Common Core (Theme-based), "First Year Lecture in/about Sustainable Futures(4 cr)"and "Third Year Seminar for Sustainable Futures(2cr)".

The first year theme-based course "First Year Lecture in/about Sustainable Futures" will be given in a lecture format by professors from the six departments in the first semester. Students will see how the topics relating to their own disciplines inter-connect with each other when put together around the theme of “sustainability.”

In their fifth semester of the third year, after they acquired knowledge through courses of their own major and other majors, they take another theme-based course, “Third Year Seminar for Sustainable Futures,” where students will bring in knowledge and perspectives they obtained in their own major and share them with students of other majors.

Please note that the course “Third Year Seminar for Sustainable Futures” is offered to SPSF students as “Advanced General Education Course” which is a part of general requirements for all undergraduate students at Sophia University.

Course List

Registration CD	Semester offered	Course title	Cr.	Day & Time
GSES1100	Autumn	FIRST YEAR LECTURE IN/ABOUT SUSTAINABLE FUTURES	4	Tue, 2-3
GSES1300	Not offered	THIRD YEAR SEMINAR FOR SUSTAINABLE FUTURES	2	

General Studies Elective Courses

All SPSF students must take 14 credits of courses listed in the university-wide General Studies course as Zengaku kyotsu kamoku (全学共通科目) conducted in Courses taught in English as GS Electives .

Note that only up to 8 credits are approved for courses from Language Programs.(※)

※No more than 24 credits of Courses taught in Japanese in total.

For details regarding Language courses, see p.62, "LANGUAGES (OTHER THAN ENGLISH)"

Course List

- Remarks: [] =Lottery Courses. Number in brackets is the capacity.

Registration CD	Semester offered	Course title	Cr.	Day & Time	Remarks
GSE24500	Not offered	THE HISTORIOGRAPHY OF AFRICA	2		
GSE24600	Not offered	AFRICAN RELIGION: AFRICAN TRADITIONAL BELIEFS AND RITES FROM ANCIENT EGYPT TO THE PRESENT	2		
GSE24900	Not offered	AFRICAN CULTURE	2		
GSE43700	Autumn	INTRODUCTION TO PSYCHOLOGY	2	Fri, 2	[100]
GSE47400	Not offered	CULTURAL REVITALIZATION AND COMMUNITY BUILDING	2		
GSE48000	Autumn	INTRODUCTION TO ENGLISH LINGUISTICS	2	Fri, 4	[40]
GSE60330	Autumn	INF LITERACY (ENGLISH VER)	2	Tue, 1	[70]
GSE60331	Autumn	INF LITERACY (ENGLISH VER)	2	Thu, 2	[43]
GSE60618	Autumn	PRACTICAL ENGLISH WRITING	2	Thu, 1	[25]
GSE61500	4Q	INTERNATIONAL POLITICS AND PEACEBUILDING 2	2	Tue, 2 & Fri, 2	[50]
GSE61601	Not offered	INTRODUCTION TO CONFLICTS AND HUMAN SECURITY	2		
GSE61920	Intensive	LEARNING FROM THE INSIDERS: A FIELD STUDY COURSE ON THE SUSTAINABILITY OF RURAL SOCIETY	2		Spring Intensive Course
GSE65990	Not offered	LANGUAGE POLITICS IN THE EUROPEAN UNION	2		
GSE66000	Autumn	APPROACHES TO INTERCULTURAL COMPETENCE	2	Wed, 2	
GSE66070	Autumn	GLOBALIZATION AND ORGANIZATIONS	2	Wed, 4	[35]
GSE66071	Not offered	GLOBALIZATION AND ORGANIZATIONS	2		
GSE66310	Autumn	EXPERIENCING THE MIRACLE OF LIFE	2	Thu, 3	[40]
GSE66320	Autumn	‘GOD, MAN AND THE WORLD’: INTERDISCIPLINARY PERSPECTIVES ON SUSTAINABLE DEVELOPMENT	2	Thu, 1	

Please note that places in these courses will be chosen by lottery, so students should register for these courses during the **lottery registration period**. For details, See p. 24～.

■ SAIMS Program Courses

☆ The Sophia AIMS Program (SAIMS) is a trans-disciplinary program focusing on "Human Development", and its main theme is "Human Ecology: Diversity and Connectivity of Society and Nature". Students from ASEAN countries and Japan will study together in a program that combines the disciplinary frameworks of natural sciences, social sciences, and humanities. All courses are conducted in English (TOEFL iBT79 or its equivalent level is required.)

The SAIMS program participants are strongly recommended to take at least one of these courses before or after studying abroad under the SAIMS program.

Course List

- Remarks: [] = Lottery Courses. Number in brackets is the capacity.

Registration CD	Semester offered	Course title	Cr.	Day & Time	Remarks
GSE65201	4Q	CONSERVATION	2	Tue, 3 & Fri, 3	[70]
GSE65401	3Q	ENVIRONMENTAL SCIENCE	2	Mon, 3 & Thu, 3	[70]
GSE65801	3Q	SUSTAINABLE DEVELOPMENT	2	Tue, 3 & Fri, 3	[70]

[] = Lottery Courses. Number in brackets is the capacity.

※: Faculty of Economics-SPSF students can include these courses into their Departmental Specialized Education.
For details, please refer to p. 106

■ Summer Session in East Asian Studies and Japanese Language

Students may take Summer Session in East Asian Studies and Japanese Language courses offered by the Center for Global Education and Discovery. Summer Session courses are not counted into maximum credit limits per semester or year. More information on registration procedures and programs will be posted on the Loyola Bulletin Board (Academic Services) in April.2021

LANGUAGE (SPSF COMMON CORE-ACADEMIC SKILLS)

SPSF Common Core-Academic Skills consists of four courses: Academic Writing 1, Academic Writing 2, Academic Presentations and Critical Thinking and Discussion. These are offered by the Center for Language Education and Research (CLER) located on the 5th Floor in Building 6. All SPSF students are required to take these courses.

● COURSE DESCRIPTIONS

ACADEMIC WRITING 1 (AW1)

In this course, students will develop their academic writing skills using a four skills integrated approach to well-equip them to write essays and research papers for undergraduate classes in English. The course will take a task-based, learning through doing approach to writing, starting from finding and evaluating academic sources and developing research questions, through to editing and discussing written work in seminar-style classes. Students will write about topics related to modern society in Japan which interest them. Classes will consist of input on academic writing skills from the teacher, in-class writing exercises and practice, teacher and peer feedback on students' written work, and presentation and discussion of students' assignments.

ACADEMIC WRITING 2 (AW2)

This course will build on and further develop the academic writing skills learned in Academic Writing 1. Students will undertake a research project involving some original research which culminates in a research paper. This project will also require students to draw from more academic sources and have a focus on critique as well as summary or description. They will also have greater freedom to choose topics related to their own studies or interests.

ACADEMIC PRESENTATIONS

In this course, students will build their confidence in speaking in front of others and develop key presentation skills. Students will begin to develop their skills by making presentations on their own personal and academic interests. As the semester progresses, students will develop more advanced academic presentation skills by giving poster presentations, and by giving presentations at a mock academic conference on the theme of Japanese society, for which students can utilize their research from Academic Writing 1. As well as input from the teacher there will be extensive practice of presentation skills and active observation of other students' presentations.

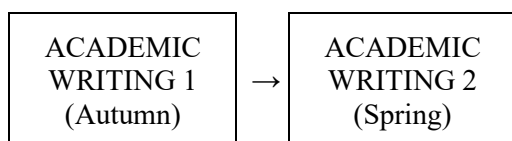
CRITICAL THINKING & DISCUSSION

In this course, students will develop the critical thinking skills they need to perform well academically as undergraduates and beyond. They will learn key terms and concepts in critical thinking and practice applying those by closely examining a variety of texts on which they will write short summaries or reactions. Through this process, students will also reflect on their own thinking processes and skills. Most in-class work will be based around discussions of the various texts and topics, with input and guidance from the teacher on academic discussion skills. Students will also learn how to demonstrate their critical thinking skills in these discussions.

● REGISTRATION RULES

ACADEMIC WRITING 1 (AW1) / ACADEMIC WRITING 2 (AW2)

- ACADEMIC WRITING must be taken in the following sequence:



- * Students cannot register for the next course if they have not completed the previous course.
(If students have not completed AW1, they cannot register for AW2. If they are not able to fulfill the course requirements, they will re-register for AW1 in the following Autumn semester.)
- * Students cannot register for the same course which they have already completed.
- Students must take all courses and gain 4 credits. (2 credits / course)
- ACADEMIC WRITING is counted as a SPSF Common Core (Academic Skills) course.
- No withdrawals are allowed for these courses.
- Students should register for these courses during the registration period. Students are required to take designated classes.

ACADEMIC PRESENTATIONS

- ACADEMIC PRESENTATIONS is counted as a SPSF Common Core (Academic Skills) course.
- No withdrawals are allowed for these courses.
- Students should register for these courses during the registration period. Students are required to take designated classes.
- Students can register for ACADEMIC PRESENTATIONS and CRITICAL THINKING & DISCUSSION in the order that they wish.

CRITICAL THINKING & DISCUSSION

- CRITICAL THINKING & DISCUSSION is counted as a SPSF Common Core (Academic Skills) course.
- No withdrawals are allowed for these courses.
- Students should register for these courses during the registration period. You will be allocated the appropriate class to go to, so you can register to the designated class.
- Students can register for ACADEMIC PRESENTATIONS and CRITICAL THINKING & DISCUSSION in the order that they wish.

As for the attendance rules, see ATTENDANCE POLICY FOR LANGUAGE COURSES on p.65.

LANGUAGES (OTHER THAN ENGLISH)

● FOREIGN LANGUAGES

Language courses are offered by the Center for Language Education and Research (CLER) located on the 5th Floor in Building 6. English being the medium of instruction for SPSF students, students are reminded that English does not fall into the category of foreign languages.

● LANGUAGE COURSES FOR GS ELECTIVES AND SE ELECTIVES

For students wishing to take Japanese or any other language courses, up to 8 credits from language courses can be included in their graduation requirements as elective courses in General Studies (GS).

For departments which allow students to include language courses into their elective courses in Specialized Education (SE), Japanese or other language courses can be also included into their SE up to the number of credits stipulated by the departments. Please check the chart below for details. SPSF Students are recommended to take language courses counted as “Courses taught in English”.

<SPSF Language Courses>

Department	Category		Maximum Credits	Language Courses counted as "Courses taught in English"				Language Courses counted as "Courses taught in Japanese"															
				Chinese	French	Spanish	Japanese	German	Italian	Korean	Russian	Portuguese	Latin	Indonesian	Tagalog	Arabic	Thai	Persian	Cambodian	Burmese	Turkish	Vietnamese	Hindi
Education	GS	Electives	8	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○
	SE	Electives	8	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○
Sociology	GS	Electives	8	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○
	SE	Electives	8	○	○	○	○	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Economics	GS	Electives	8	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○
	SE	Electives	4	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○
Global Studies	GS	Electives	8	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○
	SE	Electives	26	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○

● IMPORTANT RULES FOR LANGUAGE COURSES

“First foreign language” refers to a language other than English and Japanese that a student studies at the university for the first time. Thus, when a student has either studied or used the particular language prior to the enrollment of the course and his/her proficiency in the language exceeds the course goals and learning objectives, the student will not be able to register for the course. If a student registers without permission for a course which does not match his/her ability, the registration will be terminated even during the semester.

Under the following circumstances listed below, a student who wishes to register for a particular language course must apply for a “Placement Interview” (refer to p.64) in order to be placed into a course appropriate to his/her proficiency. The “Placement Interview” will be held at the beginning of each semester. Students who fail to take the interview will not be able to register for the language course during that particular semester. For information on language courses that do not hold the “Placement Interviews” (Russian, Portuguese, Latin, Asian and African Languages), be sure to visit the CLER Office (5th Floor, Building 6) prior to the first class.

This applies to those of you who have:

- studied the language before enrolling in university
- a family member who is a speaker of the language, and the student is exposed to the language on a daily basis
- either lived or studied in a place where the language is used
- experience of using the language for reasons not stated above

However, students who can submit a certificate for language proficiency tests in French, Spanish, German or Italian may be exempted from taking the interview (refer to p.64).

- Students are allowed to take up to 2 credits per language each semester. This limitation does not apply to advanced courses, optional courses, Short-term Language Programs during spring/summer vacation and Japanese offered by CLER.
- The chosen language must be taken in the correct sequence. (Russian, Portuguese, Latin, Asian and African Languages courses start from the Spring Semester)
- In principle, language courses cannot be taken repeatedly unless otherwise mentioned. Chinese, French, Spanish, German, Italian and Korean 1 credit advanced courses (上級科目 Advanced A to H or A to P) can be taken repeatedly as long as the courses are taught by different teachers. However, 2 credit advanced courses (Advanced [Integrated Skills] A to D) cannot be taken more than once.
- For lottery courses, make sure that you register from the lottery registration period (first-come-first-served basis). For details, please refer to the p.25 about course registration procedure and schedule.
- As the number of “Advanced” courses is limited, students who wish to take courses at this level may experience conflicts in their class schedule, which may prevent them from earning enough credits necessary for graduation. Be sure to plan which courses you are going to take, referring to the chart in the Bulletin that shows the required number of units for graduation.

● COURSE REGISTRATION FOR CHINESE, FRENCH, and SPANISH

- For basic and intermediate courses, students should take courses offered for SPSF and FLA students and should not take courses offered for student in other departments. French and Spanish advanced courses are offered for students in all of faculties.
- Except for Chinese, students have the option of taking 1 credit advanced courses (上級科目 Advanced A to H or A to P) in addition to 2 credit advanced courses (Advanced [Integrated Skills] A to D). When students take advanced courses, they can start from any advanced courses. Please refer to the pages on the *Gogaku Kamoku* (語学科目) in “2020 Academic Handbook (2020 年度履修要覧 [学部科目編] /2020 *Rishū Yōran*)” for more information.

*As for Chinese, only 1 credit advanced courses are offered.

● COURSE REGISTRATION FOR JAPANESE LANGUAGE COURSES

Students who wish to take Japanese language courses should take the “Japanese Placement Test” offered by CLER to determine their Japanese language level. Students who have never studied Japanese do not need to take the test, but must submit the application form for JPN111 (JAPANESE 1) to CLER office by the deadline.

For details regarding the Japanese language program and course registration for Japanese, please refer to “Japanese Language Program” brochure issued by CLER.

Also check Loyola Bulletin Board (Language courses • LLC and Academic Services) for course registration.

● COURSE REGISTRATION FOR OTHER LANGUAGES

Please refer to the pages on the *Gogaku Kamoku* (語学科目) in “2020 Academic Handbook (2020 年度履修要覧 [学部科目編] /2020 *Rishū Yōran*)” for more information.

● PLACEMENT AT INTERMEDIATE OR ADVANCED LEVEL

- Chinese, French, Spanish German, Italian, and Korean

Students who have previously studied or used the language of the course they are registering for must take either of the following options. If they have studied the language in a Short-term Language Program during spring/summer vacation and wish to take a language course at an intermediate or advanced level, they must also follow one of the options below.

As the number of “Advanced” courses is limited, students who wish to take courses at this level may experience conflicts in their class schedule, which may prevent them from earning enough credits necessary for graduation. Students should make sure to confirm the language credits necessary for graduation and plan accordingly.

Option 1: Take a Placement Interview

- The Placement Interview will be conducted at the beginning of each semester. Students must take a course at the level they were placed in as a result of the interview.
- The schedule for the Placement Interviews will be posted on the Loyola Bulletin Board (Language courses • LLC) before the course registration period of each semester.
- Once students are placed in a level after the interview, they are not able to change the level. Also, students may not take a Placement Interview with the purpose of being placed in a level lower than the current level.

Option 2: Submit a Language Proficiency Test Certificate

If students wish to register for an intermediate or advanced language course which corresponds with their language proficiency, they need to apply for approval of their language level by submitting a certificate for any of the language proficiency tests listed below. For instructions on how to apply, check the Loyola Bulletin Board (Academic Services). For German and Italian, please refer to pages on the *Gogaku Kamoku* (語学科目) in “2020 Academic Handbook (2020 年度履修要覧 [学部科目編])”.

Courses offered (Level)	Certificate (French)	Certificate (Spanish)
ADVANCED	<ul style="list-style-type: none"> • Diplôme d’Aptitude Pratique au Français 3 kyu • DELF A2 	<ul style="list-style-type: none"> • DELE A2
INTERMEDIATE 1	<ul style="list-style-type: none"> • Diplôme d’Aptitude Pratique au Français 4 kyu • DELF A1 	<ul style="list-style-type: none"> • DELE A1

【Note】

- Students may not change course levels once their levels are approved.
- Students who hold certificates for language proficiency tests that exceed the “Advanced Level” criteria in the above list should take a Placement Interview at the beginning of the semester.

- Russian, Portuguese, Latin, Asian and African Languages

Students who have studied or used the language prior to enrollment must visit the CLER Office (5th Floor, Building 6) before the first week of class. With permission from the instructor in charge of the course, students may enroll in the intermediate or advanced level course. Students who have obtained permission for taking intermediate or advanced level courses must visit the Center for Academic Affairs during the registration period. The number of courses offered for some languages in the intermediate and advanced levels may not amount to the required number of credits for graduation, so students should make sure to check the corresponding language section for information on the number of credits offered. If the student's proficiency in the language exceeds the course goals and learning objectives, the student will not be able to register for the course.

● OPTIONAL COURSES

(Language and Culture courses (ことばと文化), Seminar courses (演習) and Kentei Taisaku courses(検定対策))

- Optional Courses (language courses counted as “Japanese Medium Courses”) for Chinese, French, Spanish, German, Italian and Korean can be counted as GS electives up to 8 credits. For departments which allow students to include language courses into their SE electives, students can include optional courses into their SE electives up to the number of credits stipulated by the departments. To take the above optional courses for Chinese, French, and Spanish, students are required to take a placement interview at the beginning of the semester.
- For more information, please refer to the pages on the *Gogaku Kamoku* (語学科目) in “2020 Academic Handbook (2020 年度履修要覧 [学部科目編])”.

● ATTENDANCE POLICY FOR LANGUAGE COURSES

In language courses offered by CLER, students are required to attend the following number of classes as listed below. Class attendance is essential for students' learning and is considered a minimum condition for gaining credits for the course. A final grade will be considered based on the evaluation criteria stated in the syllabus of each course, only if the number of required attendance has been met.

Meeting the attendance requirement does not guarantee passing course units. The number of required attendance is a minimum condition and any absences and/or tardies will affect the student's grade.

Attendance will be counted from the first class meeting. When a student attends a class in the first week but decides to withdraw from the course and registers to a course with a different registration code, the attendance from the previous course(s) will not be transferred to the newly registered course.

CLER does not allow absences except for the “Special Consideration” cases described below. Therefore, job hunting, any events related to seminar or extracurricular activities, transportation delays and bereavement leaves are not included. Students should attend classes regularly in case of any sudden illness or any reasons other than the “Special Consideration” cases.

***For Attendance Policy of Japanese Language Courses, please refer to the “Japanese Language Program” brochure.**

NOTE: In the Autumn Semester 2020, due to courses being held online, the attendance rules described below will NOT apply. The rules for Autumn semester 2020 will be given separately. Further information will be posted on

the Loyola Bulletin for “Language courses • LLC”.

• **Twice-a-week courses**

Total number of class sessions: **28 per semester**

Number of attendance required: At least 23 per semester

• **Once-a-week courses**

Total number of class sessions: **14 per semester**

Number of attendance required: At least 11 per semester

- **Special Consideration**

In any of the following conditions, neither your attendance nor absence will be counted. If applicable, please ask your instructor if you can receive this special treatment.

For up to three weeks, the special treatment will apply. As for the period of absence that goes beyond three weeks, regardless of the reasons you may have, the special treatment will not apply. In addition, if the absence is due to more than two circumstances stated below and exceeds three weeks, special consideration will not cover those additional days. Please ask your instructor about the required number of attendance when the special consideration is granted. If your instructor gives you an assignment to make up for your absence, the submission of the assignment becomes the prerequisite for receiving the special consideration.

1. A case of illness or injury where you submit a medical certificate indicating the necessary period of sick or injury leave. (*1)
2. When you join the annual Jo-Nan competition and submit an official certificate of participation.
3. When you have been officially assigned to lay judge (裁判員/Saiban In/) and must assume the duty.
4. When you submit a certificate that confirms your attendance at teaching practice, volunteer experience study (介護等体験/Kaigotou Taiken/), or museum practice (館務実習/Kanmu Jisshu).

(*1) If you have chronic medical conditions and cannot specify periods of sickness or injury leave, you should consult CLER Office (Floor 5, Bldg. 6) in advance. The deadline for informing the office is; Friday, October 16 (Autumn Semester)

- **Late Arrival**

Any student who fails to arrive within the first 30 minutes of a class will be regarded as being absent, even if he/she attends the rest of the class.

LANGUAGE COURSES (Except Japanese)
OFFERED BY THE CENTER FOR LANGUAGE EDUCATION AND RESEARCH

Registration CD	Course CD	Course Title	Cr.	Semester Offered	Instructor	Student Year	Numbering	Remarks
ACHN1012	CHN101	BASIC CHINESE 1	2	AUT	FEI Yan/ZHANG Tong*	1-2	CHN180-01m00	[30]
ACHN1022	CHN102	BASIC CHINESE 2	2	AUT	LIAN Hong*/IZUMI Anna*	1-2	CHN190-01m00	[30]
ACHN1032	CHN103	INTERMEDIATE CHINESE 1	2	AUT	FEI Yan/CHIANG Hsiu Hua*	1-2	CHN280-01m00	[30]
ACHN1042	CHN104	INTERMEDIATE CHINESE 2	2	AUT	ZHANG Tong*/TAO Lin*	1-2	CHN290-01m00	[30]
LCHN3040	850761	ADVANCED CHINESE B	1	AUT	FEI Yan	1-2	CHN302-01m00	①
LCHN3060	850763	ADVANCED CHINESE D	1	AUT	LIAN Hong*	1-2	CHN304-01m00	①
AFRN1012	FRN101	BASIC FRENCH 1	2	AUT	DURRENBERGER Vincent/PIRIOU Vincent*	1-2	FRN180-01m00	[30]
AFRN102A	FRN102	BASIC FRENCH 2	2	AUT	KITAMURA Ayako/DARDENNE Clement*	1-2	FRN190-01m00	[30]
AFRN102B	FRN102	BASIC FRENCH 2	2	AUT	DURRENBERGER Vincent/PIRIOU Vincent*	1-2	FRN190-01m00	[30]
AFRN1032	FRN103	INTERMEDIATE FRENCH 1	2	AUT	DELMARE Gilles*	1-2	FRN280-01m00	
AFRN104B	FRN104	INTERMEDIATE FRENCH 2	2	AUT	DELMARE Gilles*	1-2	FRN290-01m00	
AFRN2120	FRN212	ADVANCED FRENCH (INTEGRATED SKILLS) B	2	AUT	DERIBLE Albéric*/LE BOIS Jérôme*	1-2	FRN318-01m00	①
LFRN3820	850487	ADVANCED FRENCH B	1	AUT	KITAMURA Ayako	1-2	FRN302-01m00	
LFRN3840	850489	ADVANCED FRENCH D	1	AUT	POUPI Damien*	1-2	FRN304-01m00	
LFRN3980	850467	ADVANCED FRENCH P	1	AUT	DURRENBERGER Vincent	1-2	FRN316-01m00	
ASPN101B	SPN101	BASIC SPANISH 1	2	AUT	GONZÁLEZ Salomé*/QUIRÓS Ignacio*	1-2	HSP180-01m00	[30]
ASPN1022	SPN102	BASIC SPANISH 2	2	AUT	HIROYASU Yoshimi/AZUJAJE-ALAMO Manuel*	1-2	HSP190-01m00	[30]
ASPN102B	SPN102	BASIC SPANISH 2	2	AUT	DE ARCOS PASTOR Angustias/ALASTRUEY Txabi*	1-2	HSP190-01m00	[30]
ASPN103A	SPN103	INTERMEDIATE SPANISH 1	2	AUT	DE ARCOS PASTOR Angustias	1-2	HSP280-01m00	
ASPN1042	SPN104	INTERMEDIATE SPANISH 2	2	AUT	FISZLEW Valeria*/ALASTRUEY Txabi*	1-2	HSP290-01m00	[30]
ASPN104A	SPN104	INTERMEDIATE SPANISH 2	2	AUT	FOWLER Arthur*/QUIRÓS Ignacio*	1-2	HSP290-01m00	[30]
ASPN2120	SPN212	ADVANCED SPANISH (INTEGRATED SKILLS) B	2	AUT	DE ARCOS PASTOR Angustias/NAKAJIMA Bernardo*	1-2	HSP318-01m00	①
LSPN3420	850570	ADVANCED SPANISH B	1	AUT	HIROYASU Yoshimi	1-2	HSP302-01m00	①
LSPN3440	850572	ADVANCED SPANISH D	1	AUT	YAMAURA Ángela*	1-2	HSP304-01m00	①

[] = Lottery Course. Number in brackets is the capacity

Instructor's name with * = adjunct instructor

① = Offered every other year

For descriptions of the courses listed above, please refer to course syllabi on Loyola.

reference

Course offered in the spring semester of 2020

ACHN1011	CHN101	BASIC CHINESE 1	2	SPR	FEI Yan/ZHANG Tong*	1-2	CHN180-01m00	[30]
ACHN1021	CHN102	BASIC CHINESE 2	2	SPR	LIAN Hong*/IZUMI Anna*	1-2	CHN190-01m00	[30]
ACHN1031	CHN103	INTERMEDIATE CHINESE 1	2	SPR	FEI Yan/LIU Xiaomei*	1-2	CHN280-01m00	[30]
ACHN1041	CHN104	INTERMEDIATE CHINESE 2	2	SPR	ZHANG Tong*/TAO Lin*	1-2	CHN290-01m00	[30]
LCHN3030	850760	ADVANCED CHINESE A	1	SPR	FEI Yan	1-2	CHN301-01m00	①
LCHN3050	850762	ADVANCED CHINESE C	1	SPR	LIAN Hong*	1-2	CHN303-01m00	①
AFRN101A	FRN101	BASIC FRENCH 1	2	SPR	KITAMURA Ayako/DARDENNE Clement*	1-2	FRN180-01m00	[30]
AFRN101B	FRN101	BASIC FRENCH 1	2	SPR	DELMARE Gilles*	1-2	FRN180-01m00	[30]
AFRN1021	FRN102	BASIC FRENCH 2	2	SPR	DELMARE Gilles*	1-2	FRN190-01m00	
AFRN103B	FRN103	INTERMEDIATE FRENCH 1	2	SPR	DURRENBERGER Vincent/PIRIOU Vincent*	1-2	FRN280-01m00	
AFRN1041	FRN104	INTERMEDIATE FRENCH 2	2	SPR	DURRENBERGER Vincent/PIRIOU Vincent*	1-2	FRN290-01m00	
AFRN2110	FRN211	ADVANCED FRENCH (INTEGRATED SKILLS) A	2	SPR	GAILLARD Nicolas*/DERIBLE Albéric*	1-2	FRN317-01m00	①
LFRN3810	850486	ADVANCED FRENCH A	1	SPR	KITAMURA Ayako	1-2	FRN301-01m00	
LFRN3830	850488	ADVANCED FRENCH C	1	SPR	POUPI Damien*	1-2	FRN303-01m00	
LFRN3970	850500	ADVANCED FRENCH O	1	SPR	DURRENBERGER Vincent	1-2	FRN315-01m00	
ASPN1011	SPN101	BASIC SPANISH 1	2	SPR	HIROYASU Yoshimi/AZUJAJE-ALAMO Manuel*	1-2	HSP180-01m00	[30]
ASPN101A	SPN101	BASIC SPANISH 1	2	SPR	DE ARCOS PASTOR Angustias/ALASTRUEY Txabi*	1-2	HSP180-01m00	[30]
ASPN102A	SPN102	BASIC SPANISH 2	2	SPR	DE ARCOS PASTOR Angustias	1-2	HSP190-01m00	
ASPN1031	SPN103	INTERMEDIATE SPANISH 1	2	SPR	FISZLEW Valeria*/ALASTRUEY Txabi*	1-2	HSP280-01m00	[30]
ASPN103B	SPN103	INTERMEDIATE SPANISH 1	2	SPR	FOWLER Arthur*/TAKAYAMA Patricia*	1-2	HSP280-01m00	[30]
ASPN104B	SPN104	INTERMEDIATE SPANISH 2	2	SPR	GONZÁLEZ Salomé*/TAKAYAMA Patricia*	1-2	HSP290-01m00	
ASPN2110	SPN211	ADVANCED SPANISH (INTEGRATED SKILLS) A	2	SPR	DE ARCOS PASTOR Angustias/NAKAJIMA Bernardo*	1-2	HSP317-01m00	①
LSPN3410	850569	ADVANCED SPANISH A	1	SPR	HIROYASU Yoshimi	1-2	HSP301-01m00	①
LSPN3430	850571	ADVANCED SPANISH C	1	SPR	YAMAURA Ángela*	1-2	HSP303-01m00	①

JAPANESE LANGUAGE PROGRAM (JLP)

The Center for Language Education and Research (CLER) offers multiple tracks and levels of Japanese language courses. The type of course a student initially enrolls in will depend on his/her language background. Placement into the JLP will be determined by a placement test. Students should consult the CLER about the Japanese Placement Test. Further information about the JLP can be found in the brochure “Japanese Language Program.”

LANGUAGE COURSES (Japanese)

OFFERED BY THE CENTER FOR LANGUAGE EDUCATION AND RESEARCH

Registration CD	Course CD	Course Title	Cr.	Semester Offered	Instructor	Student Year	Numbering	Remarks
※1	JPN111	JAPANESE 1	4	AUT	STAFF	1・2・3・4	JPN111-01e00	
※1	JPN150	JAPANESE M1	4	AUT	STAFF	1・2・3・4	JPN150-01e00	
※1	JPN112	JAPANESE 2	4	AUT	STAFF	1・2・3・4	JPN112-01e00	
※1	JPN112	JAPANESE 2	4	※2	STAFF	1・2・3・4	JPN112-01e00	
※1	JPN200	JAPANESE M2	4	AUT	STAFF	1・2・3・4	JPN200-01j00	
※1	JPN211	JAPANESE 3	4	AUT	STAFF	1・2・3・4	JPN211-01j00	
※1	JPN211	JAPANESE 3	4	※2	STAFF	1・2・3・4	JPN211-01j00	
※1	JPN250	JAPANESE M3	4	AUT	STAFF	1・2・3・4	JPN250-01j00	
※1	JPN212	JAPANESE 4	4	AUT	STAFF	1・2・3・4	JPN212-01j00	
※1	JPN212	JAPANESE 4	4	※2	STAFF	1・2・3・4	JPN212-01j00	
※1	JPN321	ADVANCED JAPANESE 1	4	AUT	STAFF	1・2・3・4	JPN321-01j00	
※1	JPN322	ADVANCED JAPANESE 2	4	AUT	STAFF	1・2・3・4	JPN322-01j00	
※1	JPN311	BUSINESS JAPANESE 1	2	AUT	STAFF	1・2・3・4	JPN311-01j00	
※1	JPN312	BUSINESS JAPANESE 2	2	AUT	STAFF	1・2・3・4	JPN312-01j00	
※1	JPN315	BUSINESS JAPANESE (PREPARATION FOR INTERNSHIP)	1	AUT	YONEZAWA Masako	1・2・3・4	JPN315-01j00	
※1	JPN180	INTENSIVE JAPANESE 1	8	AUT	STAFF	1・2・3・4	JPN180-01e00	
※1	JPN270	INTENSIVE JAPANESE 2	8	AUT	STAFF	1・2・3・4	JPN270-01j00	
※1	JPN280	INTENSIVE JAPANESE 3	8	AUT	STAFF	1・2・3・4	JPN280-01j00	
※1	JPN370	INTENSIVE JAPANESE 4	8	AUT	STAFF	1・2・3・4	JPN370-01j00	
AJPN340I	JPN340	READING & WRITING (BASICS)	2	AUT	STAFF	1・2・3・4	JPN340-01j00	
AJPN341I	JPN341	READING & WRITING 1	2	AUT	STAFF	1・2・3・4	JPN341-01j00	
AJPN342I	JPN342	READING & WRITING 2	2	AUT	STAFF	1・2・3・4	JPN342-01j00	
AJPN343I	JPN343	READING & WRITING 3	2	AUT	STAFF	1・2・3・4	JPN343-01j00	
AJPN349I	JPN349	JAPANESE LITERACY 1	2	AUT	STAFF	1・2・3・4	JPN349-01j00	
AJPN353I	JPN353	JAPANESE LITERACY 2	4	AUT	STAFF	1・2・3・4	JPN353-01j00	
AJPN4060	JPN406	TRANS ENG TO JPN :THEORY&PRAC2	4	AUT	KATORI Yoshikazu*	1・2・3・4	JPN406-01j00	
AJPN4072	JPN407	TRANS JPN TO ENG :THEORY&PRAC	4	AUT	SHINODA Eri*	1・2・3・4	JPN407-01j00	
AJPN430I	JPN430	INTRODUCTION TO ACADEMIC JAPANESE	2	AUT	AIGASE Chigusa*	1・2・3・4	JPN430-01j00	
AJPN4302	JPN430	INTRODUCTION TO ACADEMIC JAPANESE	2	AUT	SATO Kimiko	1・2・3・4	JPN430-01j00	
AJPN432A	JPN432	ACADEMIC JAPANESE 1-2	2	AUT	SATO Kimiko	1・2・3・4	JPN432-01j00	
AJPN432B	JPN432	ACADEMIC JAPANESE 1-2	2	AUT	SATO Kimiko	1・2・3・4	JPN432-01j00	
AJPN432C	JPN432	ACADEMIC JAPANESE 1-2	2	AUT	HIROTA Tacko*	1・2・3・4	JPN432-01j00	
AJPN4420	JPN442	ACADEMIC JAPANESE 2-2	2	AUT	AIGASE Chigusa*	1・2・3・4	JPN442-01j00	
AJPN4460	JPN446	INTRODUCTION TO JAPANESE ECONOMIC STUDIES FOR INTERNATIONAL STUDENTS 2	2	AUT	SATO Kimiko, etc	1・2・3・4	JPN446-01j00	

Instructor's name with * = adjunct instructor

For descriptions of the courses listed above, please refer to course syllabi on Loyola.

※1: Please see the JPT result and timetable on Loyola.

※2: These courses are mainly for students in Green Science and Green Engineering and to be offered in summer/spring vacation.
For details, please see the brochure “Japanese Language Program.”

reference

Course offered in the spring semester of 2020

※1	JPN111	JAPANESE 1	4	SPR	STAFF	1・2・3・4	JPN111-01e00	
※1	JPN150	JAPANESE M1	4	SPR	STAFF	1・2・3・4	JPN150-01e00	
※1	JPN112	JAPANESE 2	4	SPR	STAFF	1・2・3・4	JPN112-01e00	
※1	JPN112	JAPANESE 2	4	※2	STAFF	1・2・3・4	JPN112-01e00	
※1	JPN200	JAPANESE M2	4	SPR	STAFF	1・2・3・4	JPN200-01j00	
※1	JPN211	JAPANESE 3	4	SPR	STAFF	1・2・3・4	JPN211-01j00	
※1	JPN211	JAPANESE 3	4	※2	STAFF	1・2・3・4	JPN211-01j00	
※1	JPN250	JAPANESE M3	4	SPR	STAFF	1・2・3・4	JPN250-01j00	
※1	JPN212	JAPANESE 4	4	SPR	STAFF	1・2・3・4	JPN212-01j00	
※1	JPN212	JAPANESE 4	4	※2	STAFF	1・2・3・4	JPN212-01j00	
※1	JPN321	ADVANCED JAPANESE 1	4	SPR	STAFF	1・2・3・4	JPN321-01j00	
※1	JPN322	ADVANCED JAPANESE 2	4	SPR	STAFF	1・2・3・4	JPN322-01j00	
※1	JPN311	BUSINESS JAPANESE 1	2	SPR	STAFF	1・2・3・4	JPN311-01j00	
※1	JPN312	BUSINESS JAPANESE 2	2	SPR	STAFF	1・2・3・4	JPN312-01j00	
※1	JPN315	BUSINESS JAPANESE (PREPARATION FOR INTERNSHIP)	1	SPR	YONEZAWA Masako	1・2・3・4	JPN315-01j00	
※1	JPN180	INTENSIVE JAPANESE 1	8	SPR	STAFF	1・2・3・4	JPN180-01e00	
※1	JPN270	INTENSIVE JAPANESE 2	8	SPR	STAFF	1・2・3・4	JPN270-01j00	
※1	JPN280	INTENSIVE JAPANESE 3	8	SPR	STAFF	1・2・3・4	JPN280-01j00	
※1	JPN370	INTENSIVE JAPANESE 4	8	SPR	STAFF	1・2・3・4	JPN370-01j00	
AJPN340A	JPN340	READING & WRITING (BASICS)	2	SPR	STAFF	1・2・3・4	JPN340-01j00	
AJPN341A	JPN341	READING & WRITING 1	2	SPR	STAFF	1・2・3・4	JPN341-01j00	
AJPN342A	JPN342	READING & WRITING 2	2	SPR	STAFF	1・2・3・4	JPN342-01j00	
AJPN343A	JPN343	READING & WRITING 3	2	SPR	STAFF	1・2・3・4	JPN343-01j00	
AJPN349A	JPN349	JAPANESE LITERACY 1	2	SPR	STAFF	1・2・3・4	JPN349-01j00	
AJPN349B	JPN349	JAPANESE LITERACY 1	2	SPR	STAFF	1・2・3・4	JPN349-01j00	
AJPN353A	JPN353	JAPANESE LITERACY 2	4	SPR	STAFF	1・2・3・4	JPN353-01j00	
AJPN4050	JPN405	TRANS ENG TO JPN :THEORY&PRAC1	4	SPR	KATORI Yoshikazu*	1・2・3・4	JPN405-01j00	
AJPN407I	JPN407	TRANS JPN TO ENG :THEORY&PRAC	4	SPR	SHINODA Eri*	1・2・3・4	JPN407-01j00	
AJPN430A	JPN430	INTRODUCTION TO ACADEMIC JAPANESE	2	SPR	AIGASE Chigusa*	1・2・3・4	JPN430-01j00	
AJPN430B	JPN430	INTRODUCTION TO ACADEMIC JAPANESE	2	SPR	SATO Kimiko	1・2・3・4	JPN430-01j00	
AJPN431A	JPN431	ACADEMIC JAPANESE 1-1	2	SPR	SATO Kimiko	1・2・3・4	JPN431-01j00	
AJPN431B	JPN431	ACADEMIC JAPANESE 1-1	2	SPR	SATO Kimiko	1・2・3・4	JPN431-01j00	
AJPN431C	JPN431	ACADEMIC JAPANESE 1-1	2	SPR	HIROTA Tacko*	1・2・3・4	JPN431-01j00	
AJPN4410	JPN441	ACADEMIC JAPANESE 2-1	2	SPR	AIGASE Chigusa*	1・2・3・4	JPN441-01j00	
AJPN4450	JPN445	INTRODUCTION TO JAPANESE ECONOMIC STUDIES FOR INTERNATIONAL STUDENTS 1	2	SPR	SATO Kimiko, etc	1・2・3・4	JPN445-01j00	

Sophia Program for Sustainable Futures (SPSF) Curriculum

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For all SPSF students

Sophia Program for Sustainable Futures (SPSF) Organization

SPSF consists of the following six departments of social sciences:

Department of Journalism; Department of Education; Department of Sociology;

Department of Economics; Department of Management; and Department of Global Studies

1. SPSF Common Core courses

SPSF students take SPSF Common Core courses. The SPSF Common Core courses are structured into “Theme-based” and “Academic Skills” courses, which are required to be taken by first and third year students.

Theme-based courses: Two courses which cover interrelationships between the discipline the student majors in and the concept of sustainability. The first year’s course focuses on the connections among them, and the third year’s course provides more practical opportunities. These are mandatory courses for all SPSF students in order to meet graduation requirements. For more details, refer to the curriculum pages of General Studies Courses.

Academic Skills courses: A first-year students are required to take four courses offered by the Center for Language Education and Research (CLER) to equip themselves with skills necessary for their 4-year learning. For more details, refer to the curriculum pages of Language Courses.

In addition to these SPSF Common Courses, the students also take classes relating to their major as well as other classes offered by other SPSF departments.

2. Specialized Education

SPSF students are required to take Specialized Education courses, which are mainly provided by the department the student belongs to. For more details, refer to the curriculum section of each department.

3. When Choosing Courses for Fulfilling SPSF Graduation Requirements

SPSF students must meet their graduation requirements mainly with credits received from SPSF courses taught in English (refer to Distribution of Required Credits).

However, students may include up to 24 credits gained from courses taught in Japanese in their graduation requirements. For more details on each department’s Distribution of Required Credits and Guidelines for Course Registration when choosing courses, refer to the curriculum section of each department.

4. Limit on the Number of Credits per Semester for all SPSF students

SPSF students can take 24 credits in each semester. The following limitations apply to the maximum number of credits that can be registered in each academic semester.

First Year		Second Year		Third Year		Fourth Year		Total
Autumn	Spring	Autumn	Spring	Autumn	Spring	Autumn	Spring	
24	24	24	24	24	24	24	24	192

5. SPSF Early Graduation System

SPSF students can apply for early graduation if they wish to graduate early (i.e. in six or seven semesters), if certain requirements are met.

The following departments offer the opportunity for Early Graduation. For more details on the requirements for Early Graduation, refer to the curriculum section of each department:

Department of Education; Department of Sociology; Department of Economics; Department of Management; and Department of Global Studies

Department of Education SPSF Curriculum

Education and Research Objectives

The Department of Education aims to explore and understand various issues and problems relating to education and human development using comprehensive and multi-faceted approaches grounded in the discipline of education studies, and to enhance education that values human dignity.

Human Resource Development Objectives

The goals of teaching at the Department of Education are to prepare future educators and researchers with outstanding expertise and human qualities founded on respect for human dignity, and to educate the next generation of global and autonomous citizens with a broad knowledge of educational studies.

Diploma policy

The Department of Education sets standards for the competencies students should acquire before graduation. Those who fulfill the graduation requirements described below shall be deemed to have acquired these qualities and will be awarded a diploma.

1. The ability to understand what it means to consider various issues relating to education and human development from the perspective of educational studies as an academic discipline, and to envision educational practices respectful of human dignity. This requires students to have acquired a broad knowledge of educational studies and other relevant studies.
2. The ability to analyze and understand educational practices, phenomena and issues in schools, households, companies and society at large, using the knowledge and methodologies of educational studies informed by philosophy, history, sociology and psychology, as well as to comprehensively and multifacetedly explore pathways to realize education respectful of human dignity, and present their ideas clearly.
3. The ability to actively and respectfully collaborate with people from diverse backgrounds to solve educational problems, and achieving – through constant self-reflection – an education founded on respect for human dignity and imbued with an international perspective.

In addition to the above, the SPSF course sets the following abilities which students should acquire before graduation as common requirements across its six departments (Department of Journalism, Department of Education, Department of Sociology, Department of Economics, Department of Management, Department of Global Studies).

4. The ability to learn the basic knowledge on “Sustainable Futures,” to understand its importance, and to take action towards resolving challenges to the sustainable futures by drawing upon their academic discipline as well as from the other five disciplines in the SPSF course they learn.
5. The ability to understand and apply the interdisciplinary perspectives and methodologies, learned in their academic discipline and in the other five disciplines of the SPSF course, when addressing issues and presenting their ideas.

Curriculum policy

In accordance with the Diploma Policy, the Department of Education offers its curriculum as follows:

1. As with other departments of the Faculty of Human Sciences, the curriculum comprises university-wide general courses, language courses, and departmental major courses with an aim to achieve a harmonious combination of a broad knowledge base and discipline-specific expertise.
2. In order to enable students to examine educational issues from an international perspective while understanding the unique academic features of educational studies as an academic discipline, the Department of Education offers sub-discipline courses dealing with international dimensions of education, such as Comparative Education, International Education, and Education and International Development at the core, as well as courses in Philosophy of Education, Sociology of Education, and Curriculum and Instruction.
3. During the freshman and sophomore years, students are expected to enhance their critical thinking and communication skills, which will serve as the foundation of academic research skills. They are also expected to acquire basic knowledge, perspectives and methodologies relevant to educational studies.
During the junior year, students select a seminar based on what they have learned during their freshman and sophomore years, in order to acquire basic research methods as well as further hone their critical thinking, judgment

and presentation skills. Students also decide on and pursue their own research topic, develop skills to examine phenomena from the perspectives of educational studies, seek pathways to solve problems in educational settings, and cultivate an attitude respectful of human dignity.

During the senior year, students engage in thesis research or a project in order to comprehensively and multifacetedly explore pathways to realize education respectful of human dignity, present their ideas clearly, and acquire the qualities and skills to persistently engage in problem-solving through constant self-reflection.

4. While students systematically and holistically learn the curriculum of educational studies, they will also explore sustainability issues from multiple perspectives by taking courses from other SPSF departments and hone their skills in social and human science research. Furthermore, students will be able to develop the qualities of a global citizen by taking courses offered by faculties and departments outside SPSF, participating in a study abroad program, internship, and social engagement programs such as a study tour overseas. In addition, students with a certain level of Japanese proficiency may take Japanese-medium courses as electives, provided they observe certain requirements, such as the maximum number of credits allowed.
5. In the Department of Education, creative teaching methods have been introduced to achieve more autonomous and dialogue-based learning. At lectures, students are often required to complete “reaction papers” to which the instructor will provide comments in the following class or offer a summary of students’ reactions to the lecture, based on which students will engage in further debate. Seminars will be centered on individual or group presentations and debates, and may involve working collaboratively with students and faculties of other universities in and/or outside Japan or conducting fieldwork in Japan and/or overseas. The final thesis defense and evaluation of graduation project outcomes will be open to other students and faculty, and is an opportunity to perform a creative and effective presentation to a large audience.
6. Learning progress and outcomes of individual students will be monitored and evaluated by using the combination of various evaluation criteria and methods, such as reaction papers and worksheets used in class, participation in and contribution to debates and group work, reports and examinations given at mid-term and end-of-term.

In addition to the above, the SPSF course constructs its curriculum in the following manner, for the purpose of achieving the common diploma policy across the six departments:

7. To enable the students during the first year to acquire a basic knowledge on “Sustainable Futures” and the relating issues through the SPSF General Studies Courses, drawing on the perspectives of six disciplines. Based on the acquired knowledge, the students will be able to deepen their understanding in various challenges related to the sustainable futures through Elective Courses in the University-wide General Studies Courses, and they will be also able to learn about the approaches, contents, and methodologies of the different disciplines through Specialized Courses offered by each department.
8. To enable students to gradually gain knowledge of the different disciplines of each Department and also acquire a wide range of knowledge through the courses offered by other faculties and departments which have been designated to offer Elective Compulsory Courses or Elective Courses. Thus, the students will be able to acquire the various perspectives, contents, and methodologies, as well as comprehensive approaches from the courses.

1. Courses and Minimum Number of Credits Required for Graduation

[For students who entered in 2020]

General Studies (Zengaku Kyotsu Kamoku)

Compulsory: 2 credits (Health and Physical Education: 2 credits)

Compulsory electives: 4 credits (Studies in Christian Humanism)

Electives: 20 credits

(including SPSF Common Core: Theme Based "First Year Lecture in/about Sustainable Futures", "Third Year Seminar for Sustainable Futures (Advanced General Education course)" 6 credits)

Language

Compulsory: 4 credits (SPSF Common Core: Academic Writing 1&2)

Specialized Education (Gakka Kamoku)

Compulsory: 23 credits

(including SPSF Common Core: Academic Skills 4 credits)

Electives: 71 credits

Total: 124 credits are required for graduation.

2. Distribution of Required Credits

Please see page 76.

3. Guidelines for Course Registration

General Information for all SPSF students

SPSF General Guidelines

- ① Information on Department of Education Specialized Education - Major Compulsory and Major Elective courses
 1. Major Compulsory courses are required to be taken in the applicable year, as specified in the Distribution of Required Credits.
 2. If a student earns more than the required credits for Major Elective courses, they will be regarded as Electives in the Department of Education Specialized Education category and counted as graduation credits.
 3. During the third year, students are required to take two Undergraduate Seminars in Education (1~4).
 4. During the fourth year, students are required to take Research in Education 1 in the Autumn semester and Research in Education 2 in the Spring semester.
 5. Students are required to obtain at least 8 credits by taking Special Topics in Education (1~5).
 6. If students repeat the same course offered by the Department of Education more than once, then they will only receive graduation credits for one course and any other credits will not be counted.
- ② Information on Department of Education Specialized Education – Elective courses
 1. Teaching Practice (教育実習 Kyouiku-jisshuu) is not included among the Electives.
 2. Students can take a maximum of 24 credits of Specialized Education Electives taught in Japanese for graduation credits.
 3. CLIL (Content and Language Integrated Learning) courses offered in English by the Center for Language Education and Research (CLER) will not be counted for graduation credits.
- ③ Information on Department of Education Specialized Education - Bachelor's Thesis / Bachelor's Graduation Project
 1. Students are required to register for the Bachelor's Thesis / Bachelor's Graduation Project (5 credits). As a general rule, this course should be taken in the Spring semester of the final academic year. In the case of students planning to graduate in March, these courses can be taken in the Autumn semester. However, in such a case, students are required to consult the Academic Advisor prior to the course registration period.
 2. Credit recognition for the Bachelor's Thesis / Bachelor's Graduation Project will depend on the evaluation of a thesis paper or a project report, and an oral examination. Instructions for the format and submission of the thesis and the report, and the procedure for the oral examination will be specified separately.
 3. The Bachelor's Thesis / Bachelor's Graduation Project is a compulsory course, but it can be cancelled (W) provided that the prescribed procedure is taken.

④ Information on foreign language courses

1. A total of up to 16 credits for language courses, consisting of:
 - up to 8 credits for the General Studies category; and
 - up to 8 credits for Electives in the Specialized Education categorywill be regarded as graduation credits. Students do not need to choose the same language for these courses.

⑤ Course Numbering

Numbering shown in the list of assigned courses refer to the following. For information about numbering, refer to p.22 in the Academic Handbook (Guide and Materials Section).

Field (alphabets)	Field (English)
EDU	Education
GRP	Bachelor's Thesis/Bachelor's Graduation Project

4. Information on early graduation

1. Early graduation refers to an enrollment period of at least 3 years and graduating at the end of the 3rd year or at the end of the Autumn semester in the 4th year, upon completion of prescribed procedures. The former is referred to as "graduation in September of the 3rd year" and the latter "graduation in March of the 4th year".
2. In order to graduate early, all of the following requirements must be fulfilled:
 - (1) The student must express intent to graduate early.
 - (2) At the time of graduation, the student must have obtained all the credits for prescribed courses necessary for graduation.
 - (3) The Grade Point Average (hereafter referred to as "the GPA") for the total number of credits obtained must be 3.5 or more.
3. When requesting early graduation, it is necessary to apply for "early graduation registration".
 - (1) In order to apply for early graduation registration, it is necessary to obtain 80 credits or more (of which at least 62 must be obtained at Sophia University) that count toward graduation by the end of the 2nd year. In addition, the GPA for the total number of credits obtained must be at least 3.5.
 - (2) Students who register for early graduation are required to take two Undergraduate Seminars in Education (1~4) and Research in Education 1~2 (total of 8 credits), and Bachelor's Thesis / Bachelor's Graduation Project (5 credits) by the time they graduate.
 - Students who wish to graduate in September of the 3rd year are required to take two Undergraduate Seminars (1~4) and Research in Education 1~2 simultaneously in the 3rd year. Also, students are required to register for the Bachelor's Thesis / Bachelor's Graduation Project in the Spring semester in the 3rd year.
 - Students graduating in March of the 4th year are required to take two Undergraduate Seminars (1~4) and Research in Education 1~2 by the Autumn semester of the 4th year. Also, as a general rule, students are required to register for the Bachelor's Thesis / Bachelor's Graduation Project in the Autumn semester of the 4th year.
 - (3) A student wishing to graduate early must submit an Application for Early Graduation Registration to the Office of Department of Education during the prescribed period in September of the 2nd year. At that time, it is necessary to obtain the approval stamp of the Academic Advisor.
 - (4) A student who registers for early graduation must consult the Department Chair or the Academic Advisor in advance and receive appropriate guidance.
 - (5) A student who registers for early graduation may not, as a general rule, take a leave of absence from school.
4. The procedures to change the graduation period and withdraw early graduation registration are as follows:
 - (1) In the special case of a student wishing to graduate in September of the 3rd year, it is possible to change the time of early graduation to March of the 4th year. In this case, the approval stamp of the Academic Advisor must be affixed to the Notification of Change of Early Graduation Date, and this form must be submitted to the department office during the 1Q and 2Q course registration period in the Spring semester of the 3rd year.

- (2) If a student who has registered for early graduation wishes to withdraw the registration, the approval stamp of the Academic Advisor must be affixed to Withdrawal of Application for Early Graduation Registration, and this form must be submitted to the department office. The respective periods of submission are:
- for withdrawal of early graduation in September of the 3rd year: 1Q and 2Q course registration period, Spring semester of the 3rd year;
 - for withdrawal of early graduation in March of the 4th year: 3Q and 4Q course registration period, Autumn semester of the 4th year.
- (3) When withdrawing early graduation registration, courses completed in the 3rd year which would normally be taken in the 4th year will be counted for graduation.

5. Distribution of Required Credits

【Department of Education】

○ General Studies: University-Wide General Studies (26 credits)

		1st Year		2nd Year		3rd Year		4th Year	
		Autumn Semester	Spring Semester	Autumn Semester	Spring Semester	Autumn Semester	Spring Semester	Autumn Semester	Spring Semester
Compulsory		course title	course title	cr	cr	cr	cr	cr	cr
Compulsory Electives	2 cr	Health and Physical Education		2					
Compulsory Electives	4 cr	Studies in Christian Humanism		4					
Electives	SPSF Common Core (Theme Based)	First Year Lecture in/about Sustainable Futures	4			Third Year Seminar for Sustainable Futures (Advanced General Education course)			
	Electives	General Studies Elective Courses taught in English - Language(s): up to 8 cr※1,3		14 cr					

○ Language (4 credits)

		1st Year		2nd Year		3rd Year		4th Year	
		Autumn Semester	Spring Semester	Autumn Semester	Spring Semester	Autumn Semester	Spring Semester	Autumn Semester	Spring Semester
Compulsory		course title	course title	cr	cr	cr	cr	cr	cr
Compulsory	SPSF Common Core (Academic Skills)	Academic Writing 1	Academic Writing 2	2					

○ Specialized Education (94 credits)

		1st Year			2nd Year			3rd Year			4th Year			
		Autumn Semester course title	cr	Spring Semester course title	cr	Autumn Semester course title	cr	Spring Semester course title	cr	Autumn Semester course title	cr	Spring Semester course title	cr	
Compulsory	Major Compulsory	Introduction to Comparative Education												
		Comparative Education in Asia												
		International Education												
		Education and International Development												
		Curriculum and Instruction												
Compulsory Electives	Major Electives	SPSF Common Core (Academic Skills)	4	cr	Academic Presentations	2	Critical Thinking & Discussion	2	Special Topics in Education 1: Philosophy of Education Special Topics in Education 2: Sociology of Education Special Topics in Education 3: Current Issues in Education in Asia Special Topics in Education 4: Education for Critical Action in the Anthropocene Special Topics in Education 5: TBA				Undergraduate Seminar in Education 1	
						Undergraduate Seminar in Education 2								
						Undergraduate Seminar in Education 3								
						Undergraduate Seminar in Education 4								
		SPSF Research Methods: Minimum 8 cr												Minimum 4 cr
Electives	Electives	SPSF Fundamentals: Minimum 12 cr												
		SPSF Fundamentals: Minimum 12 cr												
Electives	Electives	- Own department's Japanese Track Compulsory Elective Course(s) & Elective Course(s) and SPSP Compulsory Elective(s) & Elective Course(s) ※1, 2												
		- Other Faculty/Department course(s) ※1												
		- Course(s) for Teacher & Curator Certification with course numbers starting with 62, except "Teaching Practice 1, 2, 3 (教育実習 1, 2, 3)" and "Museum Curator Field Work 1, 2 (博物館実習 1, 2)" ※1												
		- General Studies taught in English except "Compulsory(HPE)": up to 12 cr												
		- Language(s): up to 8cr ※1, 3												

6. Course List for Specialized Education Courses

- Instructor: Instructor's name with * = adjunct instructor

- Attendees: " *" in Attendees, the course is only open to SPSF students, in case of " *" with "Department's Name SPSF only" in Remarks, the course is only open to Department's SPSF students.

Courses with blank are open to SPSF students and other Faculty/Department students.

- Remarks: [] = Lottery Courses. Number in brackets is the capacity.

Category	Registration CD	Course CD	Course title	Cr.	Semester offered	Instructor	Student Year	Original Department (Course Offering)	Numbering	Attendees	Remarks
Major Compulsory	HED65000	147001	COMPARATIVE EDUCATION IN ASIA	2	TBA	Staff	1~2	Education	EDU238-81e00		
	HEDS1040	147004	CURRICULUM AND INSTRUCTION	2	TBA	Staff	1~2	Education	EDU206-81e00		
	HEDS1030	147003	EDUCATION AND INTERNATIONAL DEVELOPMENT	2	TBA	Staff	1~2	Education	EDU203-81e00		
	HEDS1020	147002	INTERNATIONAL EDUCATION	2	AUT	SUGIMURA, Miki	1~2	Education	EDU202-81e00		
	HEDS1010	147000	INTRODUCTION TO COMPARATIVE EDUCATION	2	AUT	MANZON, Maria	1~2	Education	EDU235-81e00		
	HEDS4030	147010	BACHELOR'S THESIS / BACHELOR'S GRADUATION PROJECT	5	TBA	Staff	4	Education	EDU401-81e00	*	Education-SPSF only
	HEDS4010	147005	RESEARCH IN EDUCATION 1	2	TBA	Staff	4	Education	EDU403-81e00	*	Education-SPSF only
	HEDS4020	147006	RESEARCH IN EDUCATION 2	2	TBA	Staff	4	Education	EDU404-81e00	*	Education-SPSF only
Compulsory Electives	HEDS5010	147021	SPECIAL TOPICS IN EDUCATION 1: PHILOSOPHY OF EDUCATION	2	TBA	Staff	1~4	Education	EDU204-81e00		[20], Prioritized for Education-SPSF, then other Education students/Every other year
	HEDS5020	147022	SPECIAL TOPICS IN EDUCATION 2: SOCIOLOGY OF EDUCATION	2	TBA	Staff	1~4	Education	EDU205-81e00		Every other year
	HEDS5030	147023	SPECIAL TOPICS IN EDUCATION 3: CURRENT ISSUES IN EDUCATION IN ASIA	2	TBA	Staff	1~4	Education	EDU207-81e00		
	HEDS5040	147024	SPECIAL TOPICS IN EDUCATION 4: EDUCATION FOR CRITICAL ACTION IN THE ANTHROPOCENE	2	TBA	Staff	1~4	Education	EDU208-81e00		
	HEDS5050	147025	SPECIAL TOPICS IN EDUCATION 5: TBA	2	TBA	Staff	1~4	Education	EDU209-81e00		
Compulsory Electives (Seminar)	HEDS5110	147011	UNDERGRADUATE SEMINAR IN EDUCATION 1	2	TBA	Staff	3~4	Education	EDU301-81e00	*	Education-SPSF only
	HEDS5120	147012	UNDERGRADUATE SEMINAR IN EDUCATION 2	2	TBA	Staff	3~4	Education	EDU302-81e00	*	Education-SPSF only
	HEDS5130	147013	UNDERGRADUATE SEMINAR IN EDUCATION 3	2	TBA	Staff	3~4	Education	EDU303-81e00	*	Education-SPSF only
	HEDS5140	147014	UNDERGRADUATE SEMINAR IN EDUCATION 4	2	TBA	Staff	3~4	Education	EDU304-81e00	*	Education-SPSF only
Compulsory Electives (SPSF Fundamentals)	TBA	268801	COMMUNICATION 1	2	TBA	Staff	1~4	Journalism	TBA		
	TBA	268811	INTERNATIONAL COMMUNICATION 1	2	TBA	Staff	2~4	Journalism	TBA		
	HSCS1010	289200	PRINCIPLES OF SOCIOLOGY	2	AUT	HOMMERICH, Carola	1~4	Sociology	SOC101-83e00	*	[20], Prioritized for Sociology-SPSF
	HSCS5030	289221	CONTEMPORARY SOCIAL PROBLEMS	2	TBA	Staff	2~4	Sociology	SOC205-83e00		[70], Prioritized for Sociology-SPSF
	HSCS2010	289204	SOCIOLOGICAL THEORY 1	2	TBA	HOMMERICH, Carola	2	Sociology	SOC201-83e00	*	[30], Prioritized for Sociology-SPSF
	HSCS2020	289205	SOCIOLOGICAL THEORY 2	2	TBA	HOMMERICH, Carola	2	Sociology	SOC202-83e00	*	[30], Prioritized for Sociology-SPSF
	HSCS5060	289222	SOCIOLOGY OF FAMILIES	2	TBA	Staff	2~4	Sociology	SOC206-83e00		Every other year; [70], Prioritized for Sociology-SPSF
	HSCS2900	284930	SOCIOLOGY OF GLOBALIZATION	2	TBA	Staff	2~4	Sociology	SOC213-83e00		[70], Prioritized for Sociology-SPSF
	HSCS5010	289220	SOCIOLOGY OF HAPPINESS	2	AUT	HOMMERICH, Carola	2~4	Sociology	SOC204-83e00		[70], Prioritized for Sociology-SPSF
	EECS1002	498008	INTRODUCTION TO MACROECONOMICS	2	4Q	SCHLEGL, Matthias	1~4	Economics	ECN113-41e00		[30], Prioritized for Sociology-SPSF
	EECS1001	498007	INTRODUCTION TO MICROECONOMICS	2	3Q	HONDA, Ayako	1~4	Economics	ECN112-41e00		[30], Prioritized for Sociology-SPSF
	EECS5020	498015	ASIAN ECONOMY	2	AUT	Staff	2~4	Economics	ECN268-41e00		Every other year; [70], Prioritized for Sociology-SPSF
	EECS5008	402110	CONTEMPORARY ISSUES IN INTERNATIONAL DEVELOPMENT	2	AUT	HIGUCHI, Yuki	2~4	Economics	ECN210-41e00		[70], Prioritized for Sociology-SPSF
	EECS56300	402080	ENVIRONMENTAL AND NATURAL RESOURCE ECONOMICS	2	TBA	Staff	2~4	Economics	ECN207-41e00		Sociology-SPSF only
	EECS5007	467969	GLOBAL DEVELOPMENT GOALS	2	AUT	PUTHENKALAM, John Joseph	2~4	Economics	ECN252-41e00		Sociology-SPSF only
	EECS69303	498005	GLOBAL HEALTH POLICIES	2	TBA	Staff	2~4	Economics	ECN260-41e00		Sociology-SPSF only
	EECS5001	402060	INTERNATIONAL ECONOMICS AND BUSINESS	2	AUT	YOMOGIDA, Morihiro	2~4	Economics	ECN205-41e00		Sociology-SPSF only
	EECS5011	498014	POVERTY IN THE GLOBAL ECONOMY	2	TBA	Staff	2~4	Economics	ECN270-41e00		Every other year; [70], Prioritized for Sociology-SPSF
	EMGS5001	468058	PRINCIPLES OF ACCOUNTING	2	TBA	Staff	1~4	Management	ACC105-42e00		[70], Prioritized for Sociology-SPSF
	EMG60935	468033	PRINCIPLES OF MANAGEMENT	2	AUT	KAWAI, Norifumi	1~4	Management	MAN101-42e00		[70], Prioritized for Sociology-SPSF
	EMGS9314	468039	PRINCIPLES OF MARKETING	2	AUT	JOHNS, Adam Lucas	1~4	Management	MRK101-42e00		
	EMGS5024	468061	STRATEGIC HUMAN RESOURCE MANAGEMENT	2	TBA	Staff	2~4	Management	MAN234-42e00		
	BGSS1030	BGSS1030	INTRODUCTION TO AREA STUDIES	2	AUT	FUKUTAKE, Shintaro	1~4	Global Studies	ARS110-21e00	*	Team-taught course
	BGSS1010	BGSS1010	INTRODUCTION TO GLOBAL STUDIES	2	AUT	MARUI, Masako	1~4	Global Studies	GST110-21e00	*	Team-taught course
	BGSS1020	BGSS1020	INTRODUCTION TO INTERNATIONAL RELATIONS	2	AUT	KISHIKAWA, Takeshi	1~4	Global Studies	IRS110-21e00	*	Team-taught course
	BGSS3003	BGS20000	BASICS OF INTERNATIONAL COOPERATION B	2	TBA	Staff	2~4	Global Studies	ICP223-21e00		
	BGSS3004	BGS20001	BASICS OF SOUTHEAST ASIAN STUDIES B	2	TBA	Staff	2~4	Global Studies	ASA233-21e00		
	BGSS3002	BGS59800	INTERNATIONAL ORGANIZATION: THEORY AND PRACTICE	2	TBA	Staff	2~4	Global Studies	IRS217-21e00		
	BGSS3001	BGS59700	INTERNATIONAL POLITICS: THEORY AND PRACTICE	2	AUT	KOBAYASHI, Ayako	2~4	Global Studies	IRS216-21e00		
Compulsory Electives (SPSF Research Methods)	HSCS1030	289202	QUANTITATIVE METHODS IN SOCIOLOGY	2	TBA	HOMMERICH, Carola	1~4	Sociology	SOC103-83e00	*	[30], Prioritized for Sociology-SPSF
	HSCS2030	289203	QUALITATIVE METHODS IN SOCIOLOGY	2	TBA	HOMMERICH, Carola	2~4	Sociology	SOC203-83e00	*	[30], Prioritized for Sociology-SPSF
	EECS1003	498017	INTRODUCTION TO STATISTICS	2	TBA	Staff	1~4	Economics	ECN105-41e00	*	
	EECS69309	498009	INTRODUCTION TO DATA ANALYSIS	2	TBA	Staff	2~4	Economics	ECN262-41e00		[66]
	TBA	268812	INTERNATIONAL COMMUNICATION 2	2	TBA	Staff	2~4	Journalism	TBA		
	TBA	268813	MASS MEDIA 1	2	TBA	Staff	3~4	Journalism	TBA		
	TBA	268814	MASS MEDIA 2	2	TBA	Staff	3~4	Journalism	TBA		
	TBA	268817	REPORTING IN ENGLISH 1	2	TBA	Staff	3~4	Journalism	TBA		
	TBA	268818	REPORTING IN ENGLISH 2	2	TBA	Staff	3~4	Journalism	TBA		

Category	Registration CD	Course CD	Course title	Cr.	Semester offered	Instructor	Student Year	Original Department (Course Offering)	Numbering	Attendees	Remarks
Electives	TBA	268819	REPORTING IN ENGLISH 3	2	TBA	Staff	3~4	Journalism	TBA		
	TBA	268815	ETHICS OF MASS COMMUNICATION 1	2	TBA	Staff	3~4	Journalism	TBA		
	TBA	268816	ETHICS OF MASS COMMUNICATION 2	2	TBA	Staff	3~4	Journalism	TBA		
	HSC58300	288807	SOCIAL CHANGE IN POSTWAR JAPAN	2	TBA	Staff	2~4	Sociology	SOC216-83e00		Every other year; [70], Prioritized for Sociology-SPSF
	HSC5020	288893	WORK AND EMPLOYMENT IN JAPAN	2	AUT	IMAI, Jun	2~4	Sociology	SOC222-83e00		[70], Prioritized for Sociology-SPSF
	HSC5130	289226	ENVIRONMENTAL SOCIOLOGY	2	TBA	Staff	3~4	Sociology	SOC307-83e00		Every other year; [70], Prioritized for Sociology-SPSF
	HSC5110	289224	SPECIAL TOPICS IN SOCIOLOGY 1	2	TBA	Staff	3~4	Sociology	SOC305-83e00		[70], Prioritized for Sociology-SPSF
	HSC5120	289225	SPECIAL TOPICS IN SOCIOLOGY 2	2	TBA	Staff	3~4	Sociology	SOC306-83e00		[70], Prioritized for Sociology-SPSF
	EEC56500	402100	GAME THEORY	2	TBA	Staff	2~4	Economics	ECN209-41e00		
	EECS5005	402090	GLOBAL ECONOMIC HISTORY	2	AUT	KURATA, Masamitsu	2~4	Economics	ECN208-41e00		
	EECS5009	498006	HEALTH ECONOMICS	2	4Q	HONDA, Ayako	2~4	Economics	ECN261-41e00		
	EEC69310	498010	INTERNATIONAL FINANCE	2	TBA	Staff	2~4	Economics	ECN263-41e00		[100]
	EECS5004	402120	JAPANESE ECONOMY 1	2	AUT	MINAMHASHI, Naoki	2~4	Economics	ECN211-41e00		
	EEC69312	498012	MACROECONOMICS: THEORY AND POLICY 1	2	TBA	Staff	2~4	Economics	ECN265-41e00		[20]
	EECS5002	498024	PUBLIC ECONOMICS 1	2	TBA	Staff	2~4	Economics	ECN273-41e00		
	EECS5012	498022	SEMINAR-ECONOMICS AND GLOBAL HEALTH 1	2	AUT	HONDA, Ayako	2~4	Economics	ECN272-41e00		[20]
	EECS5014	498011	TOPICS IN MODERN MACROECONOMICS	2	3Q	SCHLEGL, Matthias	2~4	Economics	ECN264-41e00		[70]
	EECS5017	498020	MACROECONOMICS: THEORY AND POLICY 2	2	AUT	SCHLEGL, Matthias	3~4	Economics	ECN305-41e00		[20]
	EEC69302	498004	SEMINAR-ECONOMICS AND GLOBAL HEALTH 2	2	TBA	Staff	3~4	Economics	ECN259-41e00		[20]
	EMG59311	468036	CONSUMER BEHAVIOR 1	2	AUT	SUGITANI, Yoko	2~4	Management	MRK214-42e00		
	EMG59312	468037	CONSUMER BEHAVIOR 2	2	TBA	Staff	2~4	Management	MRK215-42e00		
	EMGS5004	468059	FINANCIAL ACCOUNTING 1	2	TBA	Staff	2~4	Management	ACC211-42e00		
	EMGS5005	468060	FINANCIAL ACCOUNTING 2	2	TBA	Staff	2~4	Management	ACC212-42e00		
	EMG59325	468050	FUNDAMENTAL OF ACCOUNTING 1	2	AUT	WAKABAYASHI, Toshiaki	2~4	Management	ACC209-42e00		
	EMG59326	468051	FUNDAMENTAL OF ACCOUNTING 2	2	TBA	Staff	2~4	Management	ACC210-42e00		
	EMG59323	468048	GLOBAL MARKETING 1	2	TBA	Staff	2~4	Management	MRK217-42e00		Restricted to students year 2-4
	EMG59324	468049	GLOBAL MARKETING 2	2	TBA	Staff	2~4	Management	MRK218-42e00		Restricted to students year 2-4
	EMG59329	468054	INTERNATIONAL BUSINESS	2	TBA	Staff	2~4	Management	MAN232-42e00		[40]
	EMG59211	468034	MANAGEMENT ACCOUNTING 1	2	AUT	OU, Shi	2~4	Management	ACC213-42e00		
	EMG59212	468035	MANAGEMENT ACCOUNTING 2	2	TBA	Staff	2~4	Management	ACC214-42e00		
	EMG59315	468040	MARKETING STRATEGY 1	2	TBA	Staff	2~4	Management	MRK212-42e00		
	EMG59316	468041	MARKETING STRATEGY 2	2	AUT	TOGAWA, Taku	2~4	Management	MRK213-42e00		
	EMG59321	468046	ORGANIZATIONAL BEHAVIOR	2	AUT	MINN, Jyounn	2~4	Management	MAN235-42e00		
	EMG59322	468047	ORGANIZATIONAL THEORY AND ANALYSIS	2	TBA	Staff	2~4	Management	MAN236-42e00		
	EMG59327	468052	STRATEGIC MANAGEMENT	2	TBA	Staff	2~4	Management	MAN227-42e00		[40]
	EMG60910	468008	CHALLENGING FRONTLINE ISSUES IN GLOBAL BUSINESS	TBA	TBA	Staff	3~4	Management	MAN342-42e00		Summer intensive & on-site practice course
	EMG59328	468053	CORPORATE STRATEGY (ADVANCED)	2	AUT	KAWAI, Norifumi	2~4	Management	MAN343-42e00		[30]
	EMG60920	468010	GLOBAL BRANDING	2	AUT	JOHNS, Adam Lucas	3~4	Management	MRK307-42e00		[30]
	EMG59330	468055	GLOBAL STRATEGY (ADVANCED)	2	AUT	KAWAI, Norifumi	2~4	Management	MAN344-42e00		[30]
	EMGS5027	468062	INTERNATIONAL ACCOUNTING	2	TBA	Staff	3~4	Management	ACC313-42e00		
	EMG59319	468044	SPECIAL TOPICS IN MANAGEMENT 1	2	TBA	Staff	3~4	Management	MAN331-42e00		[86]
	EMG59320	468045	SPECIAL TOPICS IN MANAGEMENT 2	2	AUT	SCUDDER Dylan*	3~4	Management	MAN332-42e00		[86]
	EMG59313	468038	SPECIAL TOPICS IN MARKETING	2	TBA	Staff	2~4	Management	MRK216-42e00		
	BGSS3000	BGS50201	GLOBALIZATION AND ECONOMICS 2	2	AUT	TAKASHIMA, Ryo	2~4	Global Studies	GST202-21e00		
	BGSS3011	BGS20004	AFRICA'S DEVELOPMENT AID	2	TBA	Staff	3~4	Global Studies	AAF320-21e00		
	BGSS3012	BGS20005	ANTHROPOLOGY OF SUFFERINGS AND HOPES IN AFRICA	2	TBA	Staff	3~4	Global Studies	AAF321-21e00		
	BGS59500	BGS59500	ASIAN POLITICS	2	TBA	Staff	3~4	Global Studies	ASA324-21e00		
	BGS58900	BGS58900	CONFLICT RESOLUTION	2	TBA	Staff	3~4	Global Studies	IRS326-21e00		[80]
	BGSS3008	BGS58300	CONTEMPORARY SOCIETIES OF THE MIDDLE EAST	2	AUT	TSUJIGAMI, Namie	3~4	Global Studies	AME318-21e00		
	BGSS3006	BGS20002	EDUCATION FOR MINORITIES IN JAPAN	2	TBA	Staff	3~4	Global Studies	ICP321-21e00		
	BGSS3010	BGS58100	LIFE AND CULTURE IN AFRICA	2	AUT	TODA, Mikako	3~4	Global Studies	AAF316-21e00		
	BGS59000	BGS59000	PEACE RESEARCH	2	TBA	Staff	3~4	Global Studies	IRS327-21e00		[80]
	BGSS3009	BGS20003	SOCIAL HISTORY OF THE MIDDLE EAST	2	AUT	YAMAGUCHI, Akihiko	3~4	Global Studies	AME319-21e00		
	BGSS3007	BGS57900	SOCIETY AND POLITICS IN SOUTH ASIA	2	AUT	AUGUSTINE, Sali	3~4	Global Studies	ASA318-21e00		
	BGSS3005	BGS58500	THEORY OF INTERNATIONAL POLITICS	2	AUT	SUZUKI, Kazutoshi	3~4	Global Studies	IRS323-21e00		
	BGSS4005	BGS57507	ADVANCED STUDIES (CONTEMPORARY SOCIETIES OF ASIA)	2	AUT	FUJIMURA, Hitomi	3~4	Global Studies	ASA401-21e00		
	BGSS4004	BGS57508	ADVANCED STUDIES (CULTURES AND SOCIETIES OF ASIA)	2	AUT	YONENO-REYES, Michiyo*	3~4	Global Studies	ASA402-21e00		
	BGSS4002	BGS25000	ADVANCED STUDIES (DEMOCRACY AND CONFLICT)	2	TBA	Staff	3~4	Global Studies	IRS407-21e00		
	BGSS4006	BGS57517	ADVANCED STUDIES (GLOBAL MIGRATION AND KOREANS IN JAPAN)	2	AUT	KWON, Hyang Suk	3~4	Global Studies	ASA404-21e00		
	BGSS4001	BGS57516	ADVANCED STUDIES (INTERNATIONAL HUMAN RIGHTS)	2	AUT	KOBAYASHI, Ayako	3~4	Global Studies	IRS406-21e00		
	BGSS4003	BGS57505	ADVANCED STUDIES (INTERNATIONAL ORGANIZATION B)	2	TBA	Staff	3~4	Global Studies	ICP401-21e00		
	BGSS4000	BGS57515	ADVANCED STUDIES (INTERNATIONAL ORGANIZATION C)	2	TBA	Staff	3~4	Global Studies	IRS405-21e00		

Department of Sociology SPSF Curriculum

Education and Research Objectives

To cultivate critical interest in human society, and the capacity to comprehend the mechanisms of social phenomena through the use of sociological approaches and empirical analysis.

Human Resource Development Objectives

To produce graduates equipped with sociological insights and methodological knowledge who are capable of employing an international outlook and humanitarian approach in proposing problem-solving solutions in practical settings.

Diploma Policy

With an aim to foster individuals with the following qualities to achieve a fair and equitable society that protects human dignity, the Department of Sociology sets the following standards for the skills and knowledge students should acquire before graduation. Those who fulfill the graduation requirements shall be deemed to have acquired these qualities and will be awarded a diploma.

1. An interest in various social issues and the ability to understand social phenomena through a sociological approach.
2. The ability to understand and analyze the mechanisms of social phenomena using basic theories and empirical methods.
3. The ability to understand the characteristics of the various dimensions of modern society as they relate to social structure and social change.
4. The ability to understand diverse others and to propose sociologically-informed solutions for creating an inclusive society.

In addition to the above, the SPSF course sets the following abilities which students should acquire before graduation as common requirements across its six departments (Department of Journalism, Department of Education, Department of Sociology, Department of Economics, Department of Management, Department of Global Studies).

5. The ability to learn the basic knowledge on “Sustainable Futures,” to understand its importance, and to take action towards resolving challenges to the sustainable futures by drawing upon their academic discipline as well as from the other five disciplines in the SPSF course they learn.
6. The ability to understand and apply the interdisciplinary perspectives and methodologies, learned in their academic discipline and in the other five disciplines of the SPSF course, when addressing issues and presenting their ideas.

Curriculum Policy

In accordance with the Diploma Policy, the Department of Sociology’s curriculum consists of courses aligned with the following objectives.

1. Through small-group seminars, have students acquire basic sociological perspectives and knowledge of methodologies necessary for developing sociological research interests.
2. With regard to “theory and methods” as the basic tools of sociological analysis, have students acquire, through exposure to sociological theories, logical thinking skills and the ability to conceptualize a research interest and model its research design; and through quantitative or qualitative research skills acquired through courses in social survey methods, the ability to analyze social phenomena.
3. To apply the theoretical and methodological knowledge acquired to specific areas of modern society to deepen one’s understanding of the structure(s) and change(s) within such areas.
4. To foster the ability to develop research questions based on individual concerns, and while maintaining a global outlook that respects human dignity, perform sophisticated analyses and engage in critical discussions.

In addition to the above, the SPSF course constructs its curriculum in the following manner, for the purpose of achieving the common diploma policy across the six departments:

5. To enable the students during the first year to acquire a basic knowledge on “Sustainable Futures” and the relating issues through the SPSF General Studies Courses, drawing on the perspectives of six disciplines. Based on the acquired knowledge, the students will be able to deepen their understanding in various challenges related to the sustainable futures through Elective Courses in the University-wide General Studies Courses, and they will be also able to learn about the approaches, contents, and methodologies of the different disciplines through Specialized Courses offered by each department.

6. To enable students to gradually gain knowledge of the different disciplines of each Department and also acquire a wide range of knowledge through the courses offered by other faculties and departments which have been designated to offer Elective Compulsory Courses or Elective Courses. Thus, the students will be able to acquire the various perspectives, contents, and methodologies, as well as comprehensive approaches from the courses.

1. Courses and Minimum Number of Credits Required for Graduation

【For students who entered in 2020】

General Studies (Zengaku Kyotsu Kamoku)

Compulsory: 2 credits (Health and Physical Education: 2 credits)

Compulsory electives: 4 credits (Studies in Christian Humanism)

Electives: 20 credits (including SPSF Common Core: Theme Based "First Year Lecture in/about Sustainable Futures", "Third Year Seminar for Sustainable Futures (Advanced General Education course)" 6 credits)

Language

Compulsory: 4 credits (SPSF Common Core: Academic Writing 1&2)

Specialized Education (Gakka Kamoku)

Compulsory: 22 credits

Electives: 72 credits (including SPSF Common Core: Academic Skills 4 credits, Major Core Category 2: 26 credits)

Total: 124 credits are required for graduation.

2. Distribution of Required Credits

Please see page 85.

3. Guidelines for Course Registration

① Language Courses

- (1) Academic Writing 1 & 2 are Compulsory Courses for 1st year students.

② SPSF Common Core (Academic Skills) Courses

- (1) Critical Thinking & Discussion and Academic Presentation are Compulsory Courses for 1st year students.

③ Major Courses in Sociology (listed as “Specialized Education” courses in the SPSF Bulletin)

Major Core Category 1: Compulsory Courses

- (1) Principles of Sociology, Freshman Seminar in Sociology, and Quantitative Methods in Sociology are Compulsory Courses for 1st year students.
- (2) Sociological Theory 1 & 2, Qualitative Methods in Sociology, and Introduction to Statistics are Compulsory Courses for 2nd year students.
- (3) Advanced Seminar in Sociology 1, 2, 3 & 4 are Compulsory Courses for 3rd and 4th year students.
- (4) Students who wish to deepen their understanding of Sociological Theory and Methodology and who possess sufficient Japanese ability can take Sociological Theory I & II (社会学理論I&II) and Social Research Methods I & II (社会調査方法論I&II) as SE elective courses (held as part of the Sociology Department's Japanese track course curriculum) provided that they notify their Academic Advisor and receive permission. These credits will be included in the maximum number of 24 credits that a student can obtain through courses taught in Japanese.

Major Core Category 2: Compulsory Elective Courses

- (1) SPSF Students are advised to prioritize taking Sociology courses held as part of the English track course curriculum in the Department of Sociology. The SPSF curriculum is designed so that the Department of Sociology's Category 2 compulsory elective course credit requirement can be fulfilled through the Category 2 compulsory elective courses specified in the English track course curriculum. Because some Category 2 compulsory elective courses are not held every year, students should take note of the course numbering and carefully plan their course enrollment accordingly. Moreover, students who have sufficient Japanese ability to take the Compulsory Elective Courses in the Japanese track course curriculum (refer to the Japanese track course curriculum Academic Handbook) may do so and appropriate up to 10 credits to their Category 2 Compulsory Elective Courses requirement. These credits will be included in the maximum number of 24

credits that a student can obtain through courses taught in Japanese.

- (2) If the number of Category 2 Compulsory Elective Courses credits obtained exceeds 26 credits, the excess credits may be assigned as SE Electives for the purpose of graduation.

SE Electives

- (1) Credits from the SE elective courses specified in the English track course curriculum of the Department of Sociology may be appropriated for SE electives credits.
- (2) A maximum of 24 credits for compulsory elective and elective courses offered in the Japanese track course curriculum in the Department of Sociology can be appropriated for SE electives. However, when appropriating compulsory elective courses in the Japanese track course curriculum as graduation credits for Category 2 compulsory elective courses, those credits will be deducted from the maximum 24 credits that may be appropriated for SE electives.
- (3) If the research topic of a student coincides with that of Seminars I & II (held as part of the Japanese track course curriculum in the Department of Sociology), and the Japanese ability of the student is sufficient to take the course, it is possible to appropriate up to 8 credits from the Japanese track course curriculum seminar for SE electives, provided that in March of the Autumn Semester of the student's 2nd or 3rd year, the student notifies, and upon an interview with their Academic Advisor, receives permission from the department. These credits will be included in the maximum number of 24 credits that a student can obtain through courses taught in Japanese.
- (4) Credits for SE electives can be appropriated as credits for (1) Courses for Teacher & Curator Certification with course numbers starting with 62 (except "Teaching Practice 1, 2, 3 [教育実習]" and "Museum Curator Field Work 1, 2 [博物館実習 1, 2]"); (2) Language courses taught in English (Japanese, Chinese, French, and Spanish; maximum 8 credits); and (3) General Studies courses taught in English (except "Compulsory [HPE]" and "Electives [Sports Practice courses]"; however, up to 12 credits may be appropriated as graduation credits).

④ General Studies

- (1) Please refer to p. 62 of the Bulletin of Information regarding foreign languages in General Studies.

⑤ Bachelor's Thesis

- (1) Students who wish to enter graduate school are advised to prepare and submit a bachelor's thesis.
- (2) As a general rule, students are required to register for the "Bachelor's Thesis" course (6 credits) held during the Spring Semester of their 4th year. However, students who expect to graduate in March may take this course during the Autumn Semester. When registering for the Autumn Semester, it is necessary to go to the Center for Academic Affairs counter during the course registration period.
- (3) Concerning the title of the bachelor's thesis and the instructor a student would like to have as supervisor, it is necessary to submit a Bachelor's Thesis Pre-registration Form to the Academic Advisor of the Department of Sociology at the Office of Human Sciences by the end of October in the 4th year.
- (4) The bachelor's thesis must be written or typed from left to right on A4-sized paper, and must consist of at least 10,000 words. There are no rules on the number of lines per page or the length of each line.
- (5) Submission procedure
 - a) Period/time To be posted on the Faculty and Department Office's Loyola Bulletin Board
 - b) Place To be posted on the Faculty and Department Office's Loyola Bulletin Board

⑥ Order for Taking Courses

As a general rule, as shown in the [Course 1] [Course 2] example below, Course 2 should be taken after completion of Course 1. In unavoidable circumstances, if students wish to take Course 2 before taking Course 1, it is necessary to obtain permission from their Academic Advisor. However, depending on the course or circumstance, this may not be possible.

[Course 1]	→	[Course 2]
Principles of Sociology	→	Freshman Seminar in Sociology
Sociological Theory 1	→	Sociological Theory 2
Quantitative Methods in Sociology	→	Introduction to Statistics

⑦ Course Numbering

The numbering shown in the list of assigned courses refers to the following. For information about numbering, refer to p.22 in the Academic Handbook (Guide and Materials Section).

Field (alphabet)	Field (English)	Field (Japanese)
SOC	Sociology	社会学
GRP	Graduation Project	卒業論文

4. Early Graduation

- ① Early graduation refers to an enrollment period of at least 3 years and graduating at the end of the 3rd year or at the end of the Autumn Semester in the 4th year, upon the completion of prescribed requirements and procedures. The former is referred to as “graduation in September of the 3rd year” and the latter as “graduation in March of the 4th year.”
- ② In order to graduate early, all of the following requirements must be fulfilled.
 - (4) The student must wish to graduate early.
 - (5) At the time of graduation, the student must have obtained all of the credits for the prescribed courses that are necessary for graduation.
 - (6) The Grade Point Average (hereinafter referred to as “GPA”) for the total number of credits obtained must be 3.5 or higher.
- ③ When wishing to graduate early, it is necessary to register for early graduation.
 - (6) In order to register for early graduation, it is necessary to obtain 80 credits or more (of which at least 62 must be obtained at Sophia University) that count toward graduation in prescribed courses by the end of the 2nd year. In addition, the GPA for the total number of credits obtained must be at least 3.2.
 - (7) A student who registers for early graduation must have taken the Advanced Seminar in Sociology 1, 2, 3 & 4 (total of 8 credits) sequence by the time of graduation. A student wishing to graduate in September of the 3rd year must take 2 courses (4 credits) within the Advanced Seminar in Sociology sequence in the student’s 3rd year. Additionally, the student may apply up to 4 credits from the Japanese track course curriculum Seminars I & II (students who do not possess sufficient Japanese ability must consult with their Academic Advisor upon selecting a seminar) to the Advanced Seminar in Sociology sequence, provided that in March of the Autumn Semester of the student's 2nd year, the student notifies, and upon an interview with their Academic Advisor, receives permission from the department. A student wishing to graduate in March of the 4th year must, as a general rule, take 3 courses within the Advanced Seminar in Sociology sequence during the Autumn and Spring Semester of the 3rd year, and in the Autumn Semester of the 4th year. Additionally, during these three semesters, the student may apply up to 2 credits from the Japanese track course curriculum Seminars I & II (students who do not possess sufficient Japanese ability must consult their Academic Advisor upon selecting a seminar) to the Advanced Seminar in Sociology sequence, provided that the student notifies, and upon an interview with their Academic Advisor, receives permission from the department before the registration period of each semester.
 - (8) For seminar registration, it is necessary to attend the department guidance session which is held in September of the 2nd year and receive instructions.
 - (9) A student wishing to graduate early must submit an Application for Early Graduation Registration to the department office during the prescribed period in September of the 2nd year. At that time, it is necessary to obtain the signature or approval stamp of the instructor in charge of the seminars you will be attending in the 3rd year.
 - (10) A student who registers for early graduation must consult their Academic Advisor in advance and receive appropriate guidance. Also, the student must report the progress of their studies to the instructor in charge of the seminar and receive guidance as required.
 - (11) When a student registers for early graduation, as a general rule, they must not be on a leave of absence from school.
- ④ Changes to one’s graduation date and withdrawal of early graduation registration will be carried out as follows:
 - (4) In the special case of a student wishing to graduate in September of the 3rd year, it is possible to change the time of early graduation to March of the 4th year. In this case, the approval stamp of the Department Chair must be affixed to the Notification of Change of Early Graduation Date, and this form must be submitted to

the department office during the 1Q and 2Q course registration period in the Spring Semester of the 3rd year.

- (5) If a student who has registered for early graduation wishes to withdraw their early graduation registration, the approval stamp of the Department Chair must be affixed to the Withdrawal of Application for Early Graduation Registration, and this form must be submitted to the department office. The period of submission for withdrawal of early graduation in September of the 3rd year is during the 1Q and 2Q course registration period in the Spring Semester of the 3rd year, and for withdrawal of early graduation in March of the 4th year, it is during the 3Q and 4Q course registration period in the Autumn Semester of the 4th year.
- (6) When withdrawing one's early graduation application, courses completed in the 3rd year which would normally be taken in the 4th year will be included in the credits necessary for graduation. In this case, credits obtained in excess of 8 credits will be included in the elective required courses of the department.
- (7) If a student withdraws their early graduation request for September of the 3rd year or March of the 4th year, it will be necessary to take the Advanced Seminar in Sociology courses in each of the semesters in the 4th year. In this case, seminars taken in the 4th year must be selected from seminars conducted by the instructor in charge during the 3rd year.
- (8) When a student graduating in September of the 3rd year or March of the 4th year submits a bachelor's thesis, it is necessary to register for the Bachelor's Thesis course in the final semester of enrollment and submit the thesis by the deadline specified by the department. It is necessary to receive guidance from an instructor in charge of the seminar when writing a bachelor's thesis.

5. Distribution of Required Credits

【Department of Sociology】

○ General Studies: University-Wide General Studies (26 credits)

		1st Year		2nd Year		3rd Year		4th Year	
		Autumn Semester	Spring Semester	Autumn Semester	Spring Semester	Autumn Semester	Spring Semester	Autumn Semester	Spring Semester
		course title	course title	cr	course title	cr	course title	cr	course title
Compulsory	Compulsory	Health and Physical Education		2					
Compulsory Electives	Compulsory Electives	Studies in Christian Humanism		4					
Electives	SPSF Common Core (Theme Based)	First Year Lecture in/about Sustainable Futures	4			Third Year Seminar for Sustainable Futures (Advanced General Education course)	2		
	Electives	– General Studies Elective Courses taught in English – Language(s): up to 8 cr※1,3							

○ Language (4 credits)

		1st Year		2nd Year		3rd Year		4th Year	
		Autumn Semester	Spring Semester	Autumn Semester	Spring Semester	Autumn Semester	Spring Semester	Autumn Semester	Spring Semester
		course title	course title	cr	course title	cr	course title	cr	course title
Compulsory	SPSF Common Core (Academic Skills)	Academic Writing 1	2	Academic Writing 2	2				

○ Specialized Education (94 credits)

		1st Year		2nd Year		3rd Year		4th Year	
		Autumn Semester	Spring Semester	Autumn Semester	Spring Semester	Autumn Semester	Spring Semester	Autumn Semester	Spring Semester
		course title	course title	cr	course title	cr	course title	cr	course title
Compulsory	Major Core Category 1	Principles of Sociology	2	Freshman Seminar in Sociology	2	Sociological Theory 1	2	Sociological Theory 2	2
			Quantitative Methods in Sociology	2	Qualitative Methods in Sociology	2	Introduction to Statistics	2	
Compulsory Electives	SPSF Common Core (Academic Skills)	Academic Presentations	2	Critical Thinking & Discussion	2				
	Major Core Category 2	Course(s) taught in Japanese: Own Department's Compulsory Elective Course(s) only, up to 10 cr※1							
Electives		– SE Electives – Major Core Category 2 (The excess credits of Major Core Category 2) – Other Faculty/Department Course(s)※1 – Course(s) for Teacher & Curator Certification with course numbers starting with 62, except "Teaching Practice 1, 2, 3 (教育実習1, 2, 3)" and "Museum Curator Field Work 1, 2 (博物館実習1, 2)"※1 – Own Department's Japanese Track the excess credits of Compulsory Elective and Elective course(s)※1,2 – Language(s): Course(s) taught in English (Japanese, Chinese, French, Spanish): up to 8 cr ※3 – General Studies Course(s) taught in English except "Compulsory(HPE)" and "Electives(Sports Practice courses)"; up to 12 cr							
		※1 No more than 24 credits of courses taught in Japanese in total.							
		※2 No Constraints: Language Courses offered by CLER in own Department's Japanese Track Elective courses are not included in graduation requirements.							
		※3 For details regarding Language courses, see p.62, "LANGUAGES (OTHER THAN ENGLISH)" and SPSPF Language Courses chart.							

6. Course List for Specialized Education Courses

- Instructor: Instructor's name with * = adjunct instructor

- Attendees: " *" in Attendees, the course is only open to SPSF students, in case of " *" with "Department's Name SPSF only" in Remarks, the course is only open to Department's SPSF students.

Courses with blank are open to SPSF students and other Faculty/Department students.

- Remarks: [] = Lottery Courses. Number in brackets is the capacity.

Category	Registration CD	Course CD	Course title	Cr.	Semester offered	Instructor	Student Year	Original Department (Course Offering)	Numbering	Attendees	Remarks
Major Core Category 1	HSCS1020	289201	FRESHMAN SEMINAR IN SOCIOLOGY	2	TBA	HOMMERICH, Carola	1	Sociology	SOC102-83e00	*	Sociology-SPSF only
	HSCS1010	289200	PRINCIPLES OF SOCIOLOGY	2	AUT	HOMMERICH, Carola	1	Sociology	SOC101-83e00	*	[20], Prioritized for Sociology-SPSF
	HSCS1030	289202	QUANTITATIVE METHODS IN SOCIOLOGY	2	TBA	HOMMERICH, Carola	1	Sociology	SOC103-83e00	*	[30], Prioritized for Sociology-SPSF
	HSCS2030	289203	QUALITATIVE METHODS IN SOCIOLOGY	2	TBA	HOMMERICH, Carola	2	Sociology	SOC203-83e00	*	[30], Prioritized for Sociology-SPSF
	HSCS2010	289204	SOCIOLOGICAL THEORY 1	2	TBA	HOMMERICH, Carola	2	Sociology	SOC201-83e00	*	[30], Prioritized for Sociology-SPSF
	HSCS2020	289205	SOCIOLOGICAL THEORY 2	2	TBA	HOMMERICH, Carola	2	Sociology	SOC202-83e00	*	[30], Prioritized for Sociology-SPSF
	HSCS3010	289206	ADVANCED SEMINAR IN SOCIOLOGY 1	2	TBA	HOMMERICH, Carola	3	Sociology	SOC301-83e00	*	Sociology-SPSF only
	HSCS3020	289207	ADVANCED SEMINAR IN SOCIOLOGY 2	2	TBA	HOMMERICH, Carola	3	Sociology	SOC302-83e00	*	Sociology-SPSF only
	HSCS4010	289208	ADVANCED SEMINAR IN SOCIOLOGY 3	2	TBA	HOMMERICH, Carola	4	Sociology	SOC303-83e00	*	Sociology-SPSF only
	HSCS4020	289209	ADVANCED SEMINAR IN SOCIOLOGY 4	2	TBA	HOMMERICH, Carola	4	Sociology	SOC304-83e00	*	Sociology-SPSF only
	EECS1003	498017	INTRODUCTION TO STATISTICS	2	TBA	Staff	2	Economics	ECN105-41e00	*	
Major Core Category 2	HSCS5030	289221	CONTEMPORARY SOCIAL PROBLEMS	2	TBA	Staff	2~4	Sociology	SOC205-83e00		[70], Prioritized for Sociology-SPSF
	HSCS8300	288807	SOCIAL CHANGE IN POSTWAR JAPAN	2	TBA	Staff	2~4	Sociology	SOC216-83e00		Every other year; [70], Prioritized for Sociology-SPSF
	HSCS5060	289222	SOCIOLOGY OF FAMILIES	2	TBA	Staff	2~4	Sociology	SOC206-83e00		Every other year; [70], Prioritized for Sociology-SPSF
	HSCS2900	284930	SOCIOLOGY OF GLOBALIZATION	2	TBA	Staff	2~4	Sociology	SOC213-83e00		[70], Prioritized for Sociology-SPSF
	HSCS5010	289220	SOCIOLOGY OF HAPPINESS	2	AUT	HOMMERICH, Carola	2~4	Sociology	SOC204-83e00		[70], Prioritized for Sociology-SPSF
	HSCS5020	288893	WORK AND EMPLOYMENT IN JAPAN	2	AUT	IMAI, Jun	2~4	Sociology	SOC222-83e00		[70], Prioritized for Sociology-SPSF
	HSCS5130	289226	ENVIRONMENTAL SOCIOLOGY	2	TBA	Staff	3~4	Sociology	SOC307-83e00		Every other year; [70], Prioritized for Sociology-SPSF
	HSCS5110	289224	SPECIAL TOPICS IN SOCIOLOGY 1	2	TBA	Staff	3~4	Sociology	SOC305-83e00		[70], Prioritized for Sociology-SPSF
	HSCS5120	289225	SPECIAL TOPICS IN SOCIOLOGY 2	2	TBA	Staff	3~4	Sociology	SOC306-83e00		[70], Prioritized for Sociology-SPSF
	HSCS5200	289210	BACHELOR'S THESIS	6	TBA	Staff	4	Sociology	SOC401-83e00	*	Sociology-SPSF only
	TBA	TBA	COMMUNICATION 1	2	TBA	Staff	1~4	Journalism	TBA		
	TBA	TBA	INTERNATIONAL COMMUNICATION 1	2	TBA	Staff	2~4	Journalism	TBA		
	TBA	TBA	MASS MEDIA 1	2	TBA	Staff	3~4	Journalism	TBA		
	TBA	TBA	ETHICS OF MASS COMMUNICATION 1	2	TBA	Staff	3~4	Journalism	TBA		
	HEDS1010	147000	INTRODUCTION TO COMPARATIVE EDUCATION	2	AUT	MANZON, Maria	2~4	Education	EDU235-81e00		
	HEDS5020	147022	SPECIAL TOPICS IN EDUCATION 2: SOCIOLOGY OF EDUCATION	2	TBA	Staff	2~4	Education	EDU205-81e00		Every other year
	EECS1002	498008	INTRODUCTION TO MACROECONOMICS	2	4Q	SCHLEGL, Matthias	1~4	Economics	ECN113-41e00		[100]
	EECS1001	498007	INTRODUCTION TO MICROECONOMICS	2	3Q	HONDA, Ayako	1~4	Economics	ECN112-41e00		[100]
	EEC69309	498009	INTRODUCTION TO DATA ANALYSIS	2	TBA	Staff	2~4	Economics	ECN262-41e00		[66]
	EMGS5001	468058	PRINCIPLES OF ACCOUNTING	2	TBA	Staff	1~4	Management	ACC105-42e00		
	EMG60935	468033	PRINCIPLES OF MANAGEMENT	2	AUT	KAWAI, Norifumi	1~4	Management	MAN101-42e00		
	EMG59314	468039	PRINCIPLES OF MARKETING	2	AUT	JOHNS, Adam Lucas	1~4	Management	MRK101-42e00		
	EMG59311	468036	CONSUMER BEHAVIOR 1	2	AUT	SUGITANI, Yoko	2~4	Management	MRK214-42e00		
	EMG59321	468046	ORGANIZATIONAL BEHAVIOR	2	AUT	MINN, Jyonnunn	2~4	Management	MAN235-42e00		
	EMG59327	468052	STRATEGIC MANAGEMENT	2	TBA	Staff	2~4	Management	MAN227-42e00		[40]
	EMG60910	468008	CHALLENGING FRONTLINE ISSUES IN GLOBAL BUSINESS	TBA	TBA	Staff	3~4	Management	MAN342-42e00		Summer intensive & on-site practice course
	BGSS1030	BGSS1030	INTRODUCTION TO AREA STUDIES	2	AUT	FUKUTAKE, Shintaro	1~4	Global Studies	ARS110-21e00	*	Team-taught course
	BGSS1010	BGSS1010	INTRODUCTION TO GLOBAL STUDIES	2	AUT	MARUI, Masako	1~4	Global Studies	GST110-21e00	*	Team-taught course
	BGSS1020	BGSS1020	INTRODUCTION TO INTERNATIONAL RELATIONS	2	AUT	KISHIKAWA, Takeshi	1~4	Global Studies	IRS110-21e00	*	Team-taught course

Category	Registration CD	Course CD	Course title	Cr.	Semester offered	Instructor	Student Year	Original Department (Course Offering)	Numbering	Attendees	Remarks
	BGSS3004	BGS20001	BASICS OF SOUTHEAST ASIAN STUDIES B	2	TBA	Staff	2~4	Global Studies	ASA233-21e00		
	ASOC3100	SOC310	SOCIOLOGY OF CULTURE	4	AUT	FARRER James	3~4	FLA	SOC310-65e00		Every other year
SE Electives	TBA	TBA	INTERNATIONAL COMMUNICATION 2	2	TBA	Staff	2~4	Journalism	TBA		
	HEDS5040	147024	SPECIAL TOPICS IN EDUCATION 4: EDUCATION FOR CRITICAL ACTION IN THE ANTHROPOCENE	2	TBA	Staff	2~4	Education	EDU208-81e00		
	HEDS5050	147025	SPECIAL TOPICS IN EDUCATION 5: TBA	2	TBA	Staff	2~4	Education	EDU209-81e00		
	TBA	TBA	MASS MEDIA 2	2	TBA	Staff	3~4	Journalism	TBA		
	TBA	TBA	REPORTING IN ENGLISH 1	2	TBA	Staff	3~4	Journalism	TBA		
	TBA	TBA	REPORTING IN ENGLISH 2	2	TBA	Staff	3~4	Journalism	TBA		
	TBA	TBA	REPORTING IN ENGLISH 3	2	TBA	Staff	3~4	Journalism	TBA		
	TBA	TBA	ETHICS OF MASS COMMUNICATION 2	2	TBA	Staff	3~4	Journalism	TBA		
	HED65000	147001	COMPARATIVE EDUCATION IN ASIA	2	TBA	Staff	2~4	Education	EDU238-81e00		
	HEDS1040	147004	CURRICULUM AND INSTRUCTION	2	TBA	Staff	2~4	Education	EDU206-81e00		
	HEDS1030	147003	EDUCATION AND INTERNATIONAL DEVELOPMENT	2	TBA	Staff	2~4	Education	EDU203-81e00		
	HEDS1020	147002	INTERNATIONAL EDUCATION	2	AUT	SUGIMURA, Miki	2~4	Education	EDU202-81e00		
	HEDS5010	147021	SPECIAL TOPICS IN EDUCATION 1: PHILOSOPHY OF EDUCATION	2	TBA	Staff	2~4	Education	EDU204-81e00		[20] ,Prioritized for Education-SPSF, then other Education students/Every other year
	HEDS5030	147023	SPECIAL TOPICS IN EDUCATION 3: CURRENT ISSUES IN EDUCATION IN ASIA	2	TBA	Staff	2~4	Education	EDU207-81e00		
	EECS5019	498016	AFRICAN ECONOMY	2	TBA	Staff	2~4	Economics	ECN269-41e00		
	EECS5020	498015	ASIAN ECONOMY	2	AUT	Staff	2~4	Economics	ECN268-41e00		
	EECS5008	402110	CONTEMPORARY ISSUES IN INTERNATIONAL DEVELOPMENT	2	AUT	HIGUCHI, Yuki	2~4	Economics	ECN210-41e00		
	EECS6300	402080	ENVIRONMENTAL AND NATURAL RESOURCE ECONOMICS	2	TBA	Staff	2~4	Economics	ECN207-41e00		
	EECS6500	402100	GAME THEORY	2	TBA	Staff	2~4	Economics	ECN209-41e00		
	EECS5007	467969	GLOBAL DEVELOPMENT GOALS	2	AUT	PUTHENKALAM, John Joseph	2~4	Economics	ECN252-41e00		
	EECS5005	402090	GLOBAL ECONOMIC HISTORY	2	AUT	KURATA, Masamitsu	2~4	Economics	ECN208-41e00		
	EEC69303	498005	GLOBAL HEALTH POLICIES	2	TBA	Staff	2~4	Economics	ECN260-41e00		
	EECS5009	498006	HEALTH ECONOMICS	2	4Q	HONDA, Ayako	2~4	Economics	ECN261-41e00		
	EECS5001	402060	INTERNATIONAL ECONOMICS AND BUSINESS	2	AUT	YOMOGIDA, Morihiro	2~4	Economics	ECN205-41e00		[200]
	EEC69310	498010	INTERNATIONAL FINANCE	2	TBA	Staff	2~4	Economics	ECN263-41e00		[100]
	EECS5004	402120	JAPANESE ECONOMY 1	2	AUT	MINAMHASHI, Naoaki	2~4	Economics	ECN211-41e00		
	EEC69312	498012	MACROECONOMICS: THEORY AND POLICY 1	2	TBA	Staff	2~4	Economics	ECN265-41e00		[20]
	EECS5011	498014	POVERTY IN THE GLOBAL ECONOMY	2	TBA	Staff	2~4	Economics	ECN270-41e00		
	EECS5002	498024	PUBLIC ECONOMICS 1	2	TBA	Staff	2~4	Economics	ECN273-41e00		
	EECS5012	498022	SEMINAR-ECONOMICS AND GLOBAL HEALTH 1	2	AUT	HONDA, Ayako	2~4	Economics	ECN272-41e00		[20]
	EECS5014	498011	TOPICS IN MODERN MACROECONOMICS	2	3Q	SCHLEGL, Matthias	2~4	Economics	ECN264-41e00		[70]
	EECS5017	498020	MACROECONOMICS: THEORY AND POLICY 2	2	AUT	SCHLEGL, Matthias	3~4	Economics	ECN305-41e00		[20]
	EEC69302	498004	SEMINAR-ECONOMICS AND GLOBAL HEALTH 2	2	TBA	Staff	3~4	Economics	ECN259-41e00		[20]
	EMG59312	468037	CONSUMER BEHAVIOR 2	2	TBA	Staff	2~4	Management	MRK215-42e00		
	EMGS5004	468059	FINANCIAL ACCOUNTING 1	2	TBA	Staff	2~4	Management	ACC211-42e00		
	EMGS5005	468060	FINANCIAL ACCOUNTING 2	2	TBA	Staff	2~4	Management	ACC212-42e00		
	EMG59325	468050	FUNDAMENTAL OF ACCOUNTING 1	2	AUT	WAKABAYASHI, Toshiaki	2~4	Management	ACC209-42e00		
	EMG59326	468051	FUNDAMENTAL OF ACCOUNTING 2	2	TBA	Staff	2~4	Management	ACC210-42e00		
	EMG59323	468048	GLOBAL MARKETING 1	2	TBA	Staff	2~4	Management	MRK217-42e00		Restricted to students year 2-4
	EMG59324	468049	GLOBAL MARKETING 2	2	TBA	Staff	2~4	Management	MRK218-42e00		Restricted to students year 2-4
	EMG59329	468054	INTERNATIONAL BUSINESS	2	TBA	Staff	2~4	Management	MAN232-42e00		[40]

Category	Registration CD	Course CD	Course title	Cr.	Semester offered	Instructor	Student Year	Original Department (Course Offering)	Numbering	Attendees	Remarks
	EMG59211	468034	MANAGEMENT ACCOUNTING 1	2	AUT	OU, Shi	2~4	Management	ACC213-42e00		
	EMG59212	468035	MANAGEMENT ACCOUNTING 2	2	TBA	Staff	2~4	Management	ACC214-42e00		
	EMG59315	468040	MARKETING STRATEGY 1	2	TBA	Staff	2~4	Management	MRK212-42e00		
	EMG59316	468041	MARKETING STRATEGY 2	2	AUT	TOGAWA, Taku	2~4	Management	MRK213-42e00		
	EMG59322	468047	ORGANIZATIONAL THEORY AND ANALYSIS	2	TBA	Staff	2~4	Management	MAN236-42e00		
	EMGS5024	468061	STRATEGIC HUMAN RESOURCE MANAGEMENT	2	TBA	Staff	2~4	Management	MAN234-42e00		
	EMG59328	468053	CORPORATE STRATEGY (ADVANCED)	2	AUT	KAWAI, Norifumi	2~4	Management	MAN343-42e00		[30]
	EMG60920	468010	GLOBAL BRANDING	2	AUT	JOHNS, Adam Lucas	3~4	Management	MRK307-42e00		[30]
	EMG59330	468055	GLOBAL STRATEGY (ADVANCED)	2	AUT	KAWAI, Norifumi	2~4	Management	MAN344-42e00		[30]
	EMGS5027	468062	INTERNATIONAL ACCOUNTING	2	TBA	Staff	3~4	Management	ACC313-42e00		
	EMG59319	468044	SPECIAL TOPICS IN MANAGEMENT 1	2	TBA	Staff	3~4	Management	MAN331-42e00		[86]
	EMG59320	468045	SPECIAL TOPICS IN MANAGEMENT 2	2	AUT	SCUDDER Dylan*	3~4	Management	MAN332-42e00		[86]
	EMG59313	468038	SPECIAL TOPICS IN MARKETING	2	TBA	Staff	2~4	Management	MRK216-42e00		
	BGSS3003	BGS20000	BASICS OF INTERNATIONAL COOPERATION B	2	TBA	Staff	2~4	Global Studies	ICP223-21e00		
	BGSS3000	BGS50201	GLOBALIZATION AND ECONOMICS 2	2	AUT	TAKASHIMA, Ryo	2~4	Global Studies	GST202-21e00		
	BGSS3001	BGS59700	INTERNATIONAL POLITICS: THEORY AND PRACTICE	2	AUT	KOBAYASHI, Ayako	2~4	Global Studies	IRS216-21e00		
	BGSS3002	BGS59800	INTERNATIONAL ORGANIZATION: THEORY AND PRACTICE	2	TBA	Staff	2~4	Global Studies	IRS217-21e00		
	BGSS3011	BGS20004	AFRICA'S DEVELOPMENT AID	2	TBA	Staff	2~4	Global Studies	AAF320-21e00		
	BGSS3012	BGS20005	ANTHROPOLOGY OF SUFFERINGS AND HOPES IN AFRICA	2	TBA	Staff	2~4	Global Studies	AAF321-21e00		
	BGS59500	BGS59500	ASIAN POLITICS	2	TBA	Staff	2~4	Global Studies	ASA324-21e00		
	BGS58900	BGS58900	CONFLICT RESOLUTION	2	TBA	Staff	3~4	Global Studies	IRS326-21e00		[80]
	BGSS3008	BGS58300	CONTEMPORARY SOCIETIES OF THE MIDDLE EAST	2	AUT	TSUJIGAMI, Namie	2~4	Global Studies	AME318-21e00		
	BGSS3006	BGS20002	EDUCATION FOR MINORITIES IN JAPAN	2	TBA	Staff	2~4	Global Studies	ICP321-21e00		
	BGSS3010	BGS58100	LIFE AND CULTURE IN AFRICA	2	AUT	TODA, Mikako	2~4	Global Studies	AAF316-21e00		
	BGS59000	BGS59000	PEACE RESEARCH	2	TBA	Staff	3~4	Global Studies	IRS327-21e00		[80]
	BGSS3009	BGS20003	SOCIAL HISTORY OF THE MIDDLE EAST	2	AUT	YAMAGUCHI, Akihiko	2~4	Global Studies	AME319-21e00		
	BGSS3007	BGS57900	SOCIETY AND POLITICS IN SOUTH ASIA	2	AUT	AUGUSTINE, Sali	3~4	Global Studies	ASA318-21e00		
	BGSS3005	BGS58500	THEORY OF INTERNATIONAL POLITICS	2	AUT	SUZUKI, Kazutoshi	3~4	Global Studies	IRS323-21e00		
	BGSS4005	BGS57507	ADVANCED STUDIES (CONTEMPORARY SOCIETIES OF ASIA)	2	AUT	FUJIMURA, Hitomi*	3~4	Global Studies	ASA401-21e00		
	BGSS4004	BGS57508	ADVANCED STUDIES (CULTURES AND SOCIETIES OF ASIA)	2	AUT	YONENO-REYES, Michiyo*	3~4	Global Studies	ASA402-21e00		
	BGSS4002	BGS25000	ADVANCED STUDIES (DEMOCRACY AND CONFLICT)	2	TBA	Staff	2~4	Global Studies	IRS407-21e00		
	BGSS4006	BGS57517	ADVANCED STUDIES (GLOBAL MIGRATION AND KOREANS IN JAPAN)	2	AUT	KWON, Hyang Suk	3~4	Global Studies	ASA404-21e00		
	BGSS4001	BGS57516	ADVANCED STUDIES (INTERNATIONAL HUMAN RIGHTS)	2	AUT	KOBAYASHI, Ayako	3~4	Global Studies	IRS406-21e00		
	BGSS4003	BGS57505	ADVANCED STUDIES (INTERNATIONAL ORGANIZATION B)	2	TBA	Staff	3~4	Global Studies	ICP401-21e00		
	BGSS4000	BGS57515	ADVANCED STUDIES (INTERNATIONAL ORGANIZATION C)	2	TBA	Staff	3~4	Global Studies	IRS405-21e00		

Department of Economics SPSF Curriculum

Education and Research Objectives

To pursue in-depth study of fundamental Micro- and Macro-economic theory, through seminars, lectures and other types of small-class teaching, and to theoretically and empirically examine issues related to economics in contemporary society.

Human Resource Development Objectives

To produce graduates capable of applying economic concepts and tools to analyse contemporary social problems and phenomena; and of developing innovative ideas, utilising economic concepts, and analytical skills to critically examine global society.

Diploma Policy

The Department of Economics sets standards for the skills and knowledge that students are required to achieve prior to graduation. Those who fulfill the graduation requirements will be awarded a diploma, being deemed to have acquired the following:

1. In-depth understanding of the approaches and concepts used in Microeconomics and Macroeconomics, which constitute the core of economic theory; and the ability to explain the concepts in their own words.
2. The ability to develop models or conceptual frameworks based on knowledge of economics, in order to explain genuine issues in modern society and suggest viable approaches to solving the problems.
3. The ability to utilize economic knowledge and skills to perform statistical data analysis.
4. High-level communication and leadership skills that enable an appropriate contribution to be made to the global community.
5. High-level expertise that enable each student to become a leader in modern society in accordance with their own individual qualities and interests.

In addition to the above, the SPSF course sets the following abilities which students should acquire before graduation as common requirements across its six departments (Department of Journalism, Department of Education, Department of Sociology, Department of Economics, Department of Management, Department of Global Studies).

6. The ability to learn the basic knowledge on “Sustainable Futures,” to understand its importance, and to take action towards resolving challenges to the sustainable futures by drawing upon their academic discipline as well as from the other five disciplines in the SPSF course they learn.
7. The ability to understand and apply the interdisciplinary perspectives and methodologies, learned in their academic discipline and in the other five disciplines of the SPSF course, when addressing issues and presenting their ideas.

Curriculum Policy

For the purpose of achieving the requirements of the Diploma Policy, the Department of Economics has structured its curriculum as follows:

1. Students acquire fundamental knowledge of economic theory through Compulsory Courses (Introduction to Macroeconomics, Introduction to Microeconomics).
2. Students to gain logical thinking skills and develop models to describe and analyse socioeconomic phenomena through applied Microeconomics and/or Macroeconomics (which are Elective Compulsory Courses) .
3. Students acquire statistical analysis skills through data analysis courses (Introduction to Statistics, Introduction to Data Analysis)
4. Students are provided with the opportunity for group discussions and group learning through Active Learning Seminars and Seminars so that they acquire the communication skills necessary to enable problem solving in cooperation with others.
5. From a global perspective, a diverse range of Specialized Courses is offered (International Economics and Business, Environmental and Natural Resource Economics, Global Health Policies, Health Economics, International Finance, etc.) as Elective Compulsory Courses in order for students to deepen their understanding of applying economic theory to modern society.
6. Based on the fundamental knowledge required in the common goals described in the Diploma Policy and in order to support students to acquire expertise while exploring their own individual qualities and interests, students are able to select various Specialized Courses, including courses offered by other departments and faculties, in addition

to advanced economics courses.

In addition to the above, the SPSF course constructs its curriculum in the following manner, for the purpose of achieving the common diploma policy across the six departments:

7. To enable the students during the first year to acquire a basic knowledge on “Sustainable Futures” and the relating issues through the SPSF General Studies Courses, drawing on the perspectives of six disciplines. Based on the acquired knowledge, the students will be able to deepen their understanding in various challenges related to the sustainable futures through Elective Courses in the University-wide General Studies Courses, and they will be also able to learn about the approaches, contents, and methodologies of the different disciplines through Specialized Courses offered by each department.
8. To enable students to gradually gain knowledge of the different disciplines of each Department and also acquire a wide range of knowledge through the courses offered by other faculties and departments which have been designated to offer Elective Compulsory Courses or Elective Courses. Thus, the students will be able to acquire the various perspectives, contents, and methodologies, as well as comprehensive approaches from the courses.

1. Courses and Minimum Number of Credits Required for Graduation

【For students who entered in 2020】

General Studies (Zengaku Kyotsu Kamoku)

Compulsory: 2 credits (Health and Physical Education: 2 credits)

Compulsory electives: 4 credits (Studies in Christian Humanism)

Electives: 20 credits

(including SPSF Common Core: Theme Based “First Year Lecture in/about Sustainable Futures” and “Third Year Seminar for Sustainable Futures (Advanced General Education course)” 6 credits)

Language

Compulsory: 4 credits (SPSF Common Core: Academic Skills “Academic Writing 1 & 2”)

Specialized Education (Gakka Kamoku)

Compulsory: 8 credits

Electives: 86 credits (including SPSF Common Core: Academic Skills “Academic Presentations”, and “Critical Thinking & Discussion” 4 credits)

Total: 124 credits are required for graduation.

2. Distribution of Required Credits

Please see page 94.

3. Guidelines for Course Registration

Please read this Handbook carefully to find out about courses required for graduation and the minimum standards for the number of credits (Compulsory, Compulsory Electives, Electives), etc.

①Precautions regarding the number of credits required for Specialized Education (SE) courses

- (1) Students are advised to take as many Specialized Education (SE) courses specified in Major Core (Compulsory Electives) courses as possible.
- (2) When students have obtained the specified number of credits for graduation in Major Core (Compulsory Electives) courses, the excess amount will be regarded as SE Electives.
- (3) If students take the same course twice, they will only be able to count the credits they obtained for taking the course once toward graduation. The same course refers to; ① a course with the same title, and ② a course that is described in the Handbook as being considered to be the same course even if the title of the course is different.

②Precautions regarding the year of study

- (1) Students can register for any General Studies courses regardless of which year they are in.
- (2) Foreign Language courses and Language courses
Students are advised to take Language courses (SPSF Common Core (Academic Skills)) in the first year.
- (3) The year of study shown in the list of assigned courses and the numbering is the standard for the year of study for Specialized Education Compulsory Electives and Elective courses.
- (4) If students expect to take Japanese Track "Seminar 1, 2, 3, 4(演習 1,2,3,4)", it's necessary for students to pass their advisor's examinations in the Autumn semester of their second year.

③Precautions regarding Specialized Education (SE) courses

- (1) Obtaining credits for courses other than courses described in the list of assigned courses:
When students have obtained credits for Compulsory Elective courses in the Economics Department Japanese Track course, a maximum of 8 credits can be counted as credits for SPSF Compulsory Elective courses.
If the number of credits for Compulsory Elective courses in the Economics Department Japanese Track course exceeds 8, the excess credits can be added to credits of SPSF Elective course up to 24.
Other Faculty/Department Courses, Courses for Teacher & Curator Certification with course numbers starting with 62, except “Teaching Practice 1, 2, 3 (教育演習 1,2,3)” and “Museum Curator Field Work 1, 2 (博物館実習 1,2)” and General Studies Course(s) – SAIMS Program course(s) are included as credits for SPSF Elective courses up to a maximum of 16 credits.

However, General Studies courses apart from the SAIMS Program cannot be included as credits for SPSF Elective courses.

(2) Prerequisite Course System

When Economics Department SPSF students take the Economics Department Japanese Track courses provided as prerequisite courses, they must satisfy the following conditions by the time of course registration. When students who do not satisfy these conditions take courses provided as prerequisite courses by mistake, it may have an unfavorable effect on their graduation requirements. It is important to take note when registering for courses.

Students should have obtained credits for 3 or more of the following courses to take courses provided as Prerequisite Courses: “INTRODUCTION TO MICROECONOMICS,” “INTRODUCTION TO MACROECONOMICS,” “INTRODUCTION TO STATISTICS,” and “INTRODUCTION TO DATA ANALYSIS.”

Courses Provided as Prerequisite Courses ※表は英訳不要

選択必修科目 (B群)	計量経済学I 計量経済学II 国際貿易論I 国際貿易論II 金融論I 金融論II 国際マクロ経済学 財政学I 財政学II 経済発展論 公共経済学II 労働経済学I 労働経済学II 環境経済学	選択科目 (C-1群)	中級ミクロ経済学 中級マクロ経済学 公共政策I 公共政策II
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(3) Precautions related to Category A, B and C: Course Categories (Compulsory, Compulsory Electives, Electives) need to follow Handbook of the year in which the credits were obtained.

④ Handling Standards relating to Credit Recognition for Department of Economics courses taken by Students who changed Faculty/Department

A maximum of 20 credits are allocated for credit recognition for Department of Economics courses obtained by students before they changed Faculty/Department

⑤ Course Numbering

Numbering shown in the list of assigned courses refer to the following. For information about numbering, refer to p.22 in the Handbook.

Field (alphabets)	Field (English)	Field (Japanese)
ECN	Economics	経済学
MAN	Management	経営学
LAW	Law in general	法律一般
TCP	Teacher-training Course Program	教職科目

⑥ Department of Economics Early Graduation System

Early graduation refers to an enrollment period of at least 3 years (excluding periods of absence), and graduating at the end of the 3rd year or at the end of the Autumn Semester in the 4th year, upon completion of prescribed procedures (hereinafter referred to as “graduation in September of the 3rd year” or “graduation in March of the 4th year”, respectively).

4. Early graduation

- ① In order to graduate early, all of the following requirements must be fulfilled.
- (7) The student must wish to graduate early.
- (8) At the time of early graduation, the student must have obtained all the credits for prescribed courses necessary for graduation.

The Grade Point Average (hereafter referred to as “the GPA”) for the total number of credits obtained must be 3.5 or more at the time of early graduation. GPA is calculated based on Sophia University Article 55.

- ② When requesting early graduation, it is necessary to apply for early graduation registration.
 - (1) In order to apply for early graduation registration, it is necessary to satisfy the following requirements:
 - a) Upon completion of the 2nd year, students are required to obtain at least 62 credits from Sophia University that count toward graduation.
 - b) The GPA for the abovementioned number of credits obtained is 3.0 or above.
 - (2) The procedures for registering a request for early graduation are as follows:
 - a) Students are required to receive an Application for Early Graduation Registration in the predetermined format at the Department of Economics Office.
 - b) After receiving an approval stamp from your seminar supervisor (hereinafter referred to as the “supervisor”. If you are not taking a seminar, receive a stamp from the Chairperson), submit the form to the Chairperson by the submission deadline.
 - (3) After registering a request for early graduation, it is necessary to receive course guidance from your supervisor, report your academic progress to the supervisor regularly and receive appropriate guidance.
- ③ Changes to the graduation period and withdrawal of early graduation registration will be carried out as follows:
 - (1) To alter the period of a request for early graduation, it is necessary to receive an approval stamp from your supervisor on the prescribed Notice of Changes to Period of Request for Early Graduation, and submit it to the Chairperson by the submission deadline.
 - (2) To withdraw early graduation registration, it is necessary to receive an approval stamp from your supervisor on the prescribed Notice of Withdrawal of Registration of Request for Early Graduation, and submit it to the Chairperson by the deadline.
- ④ If a student wishing to graduate in September of the 3rd year as prescribed subsequently withdraws early graduation registration, he or she may register for early graduation in March of the 4th year in September of the 4th year provided that the Chairperson considers that special circumstances exist. If a student wishes to reregister, it is necessary to receive authorization from the Chairperson in advance and submit a re-application for Early Graduation Registration to the Chairperson.

For details, inquire at the Department of Economics Office (Room 2-1115a, 11th Floor, Building No. 2)

Documents to be Submitted	Submission Period	
Application for Early Graduation Registration	September of the 3 rd year	
Re-Application for Early Graduation Registration	March of the 4 th year	
Notice of Changes to Period of Request for Early Graduation	By the last day of the course registration period in the Autumn Semester of the 3 rd year	
Notice of Withdrawal of Registration of Request for Early Graduation	In the case of cancellation of graduation in March of the 3 rd year	Suspension period of 4 th quarter courses in the Autumn Semester of the 3 rd year
	In the case of cancellation of graduation in September of the 4 th year	Suspension period of 2 nd quarter courses in the Spring Semester of the 4 th year

5. Distribution of Required Credits

【Department of Economics】

○ General Studies: University-Wide General Studies (26 credits)

		1st Year		2nd Year		3rd Year		4th Year		
		Autumn Semester course title	or	Spring Semester course title	Autumn Semester course title	or	Spring Semester course title	Autumn Semester course title	or	Spring Semester course title
Compulsory										
Compulsory Electives	2 cr	Health and Physical Education		2						
	4 cr	Studies in Christian Humanism		4						
Electives	6 cr	First Year Lecture in/about Sustainable Futures	4		Third Year Seminar for Sustainable Futures (Advanced General Education course)					
	14 cr	– General Studies Elective Courses taught in English – Japanese or any other Language(s): up to 8 cr ※1.5								

○ Language (4 credits)

		1st Year		2nd Year		3rd Year		4th Year	
		Autumn Semester	Spring Semester	Autumn Semester	Spring Semester	Autumn Semester	Spring Semester	Autumn Semester	Spring Semester
Compulsory	Compulsory	4 cr	Academic Writing 1	2	Academic Writing 2	2			

○ Specialized Education (94 cr)

		1st Year		2nd Year		3rd Year		4th Year	
		Autumn Semester	Spring Semester	Autumn Semester	Spring Semester	Autumn Semester	Spring Semester	Autumn Semester	Spring Semester
Compulsory	Major Core(Compulsory)	8 cr	Introduction to Microeconomics Introduction to Macroeconomics	2 2	Introduction to Statistics Introduction to Data Analysis	2 2			
Compulsory Electives	SPSF Common Core(Academic Skills)	4 cr	Academic Presentations	2	Critical Thinking & Discussion	2			
	Major Core(Compulsory Electives)	34 cr	– Major Core (Compulsory Electives), Discipline/Research, Category B: Minimum requirement credits is 4 cr, up to 30 cr – Major Core (Compulsory Electives), Category B: up to 30 cr – Economics Department Japanese Track's Compulsory Electives (選択必修) Course(s) only, up to 8 cr ※1,2,3,4 – SE Electives, Category C: up to 48 cr ※1,2,3 – The excess credits of Major Core (Compulsory Electives), Category B: up to 48 cr – Economics Department Japanese Track the excess credits of Compulsory Electives (選択必修) and Electives (選択) Course(s): up to 24 cr ※1,2,3,4 – FLA course(s) with course numbers starting with "IBE": up to 48 cr – Language(s): up to 4 cr □※1 □ Up to 16 credits in total: – Other Faculty/Department Course(s)※1 – Course(s) for Teacher & Curator Certification with course numbers starting with 62, except "Teaching Practice 1, 2, 3 (教育実習1, 2, 3)" and "Museum Curator Field Work 1, 2 (博物館実習1, 2)"※1 – SAIMS Program course(s)						
Electives	SE Electives	48 cr							

※1 No more than 24 credits of courses taught in Japanese in total.

※2 "ENGLISH FOR ECONOMICS 1 (BASIC)"(経済英語Ⅰ (BASIC))", "ENGLISH FOR ECONOMICS 2 (BASIC)"(経済英語Ⅱ (BASIC))", "ENGLISH FOR ECONOMICS 1 (INTERMEDIATE)"(経済英語Ⅰ (INTERMEDIATE))", "ENGLISH FOR ECONOMICS 2 (INTERMEDIATE)"(経済英語Ⅱ (INTERMEDIATE))", "ENGLISH FOR ECONOMICS 1 (SPECIALIZED)"(経済英語Ⅰ (SPECIALIZED))", "ENGLISH FOR ECONOMICS 2 (SPECIALIZED)"(経済英語Ⅱ (SPECIALIZED)) offered in own department's Japanese Track are not included in graduation requirements.

※3 Language Courses offered by CLER in own Department's Japanese Track are not included in graduation requirements.

※4 If students expect to take Japanese Track "Seminar 1, 2, 3, 4(演習1,2,3,4)", it's necessary for students to pass their advisor's examinations in the Autumn semester of their second year.

※5 For details regarding Language courses, see p.62, "LANGUAGES (OTHER THAN ENGLISH)" and SPSP Language Courses chart

6. Course List for Specialized Education Courses

- Instructor: Instructor's name with * = adjunct instructor

- Attendees: * * * in Attendees, the course is only open to SPSF students, in case of " * " with "*Department's Name* SPSF only" in Remarks, the course is only open to *Department's* SPSF students.

Courses with blank are open to SPSF students and other Faculty/Department students.

- Remarks: [] = Lottery Courses. Number in brackets is the capacity.

Category1	Category2	Registration CD	Course CD	Course title	Cr.	Semester offered	Instructor	Student Year	Original Department (Course Offering)	Numbering	Attendees	Remarks
Category A	Major Core (Compulsory)	EECS1002	498008	INTRODUCTION TO MACROECONOMICS	2	4Q	SCHLEGL, Matthias	1	Economics	ECN113-41e00		[100]
		EECS1001	498007	INTRODUCTION TO MICROECONOMICS	2	3Q	HONDA, Ayako	1	Economics	ECN112-41e00		[100]
		EECS1003	498017	INTRODUCTION TO STATISTICS	2	TBA	Staff	1	Economics	ECN105-41e00	*	
		EEC69309	498009	INTRODUCTION TO DATA ANALYSIS	2	TBA	Staff	1	Economics	ECN262-41e00		[66]
Category B	Major Core (Compulsory Electives): Research	HSCS1030	289202	QUANTITATIVE METHODS IN SOCIOLOGY	2	TBA	HOMMERICH, Carola	1	Sociology	SOC103-83e00	*	[30], Prioritized for Sociology-SPSF
		HSCS2030	289203	QUALITATIVE METHODS IN SOCIOLOGY	2	TBA	HOMMERICH, Carola	2	Sociology	SOC203-83e00	*	[30], Prioritized for Sociology-SPSF
		EMG60910	468008	CHALLENGING FRONTLINE ISSUES IN GLOBAL BUSINESS	TBA	TBA	Staff	3~4	Management	MAN342-42e00		Summer intensive & on-site practice course
	Major Core (Compulsory Electives): Discipline	TBA	TBA	COMMUNICATION 1	2	TBA	Staff	1~4	Journalism	TBA		
		HEDS1030	147003	EDUCATION AND INTERNATIONAL DEVELOPMENT	2	TBA	Staff	2~4	Education	EDU203-81e00		
		HEDS1010	147000	INTRODUCTION TO COMPARATIVE EDUCATION	2	AUT	MANZON, Maria	2~4	Education	EDU235-81e00	*	
		HSCS1010	289200	PRINCIPLES OF SOCIOLOGY	2	AUT	HOMMERICH, Carola	1	Sociology	SOC101-83e00	*	[20], Prioritized for Sociology-SPSF
		EMGS5001	468058	PRINCIPLES OF ACCOUNTING	2	TBA	Staff	1~4	Management	ACC105-42e00		
		EMG60935	468033	PRINCIPLES OF MANAGEMENT	2	AUT	KAWAI, Norifumi	1~4	Management	MAN101-42e00		
		EMG59314	468039	PRINCIPLES OF MARKETING	2	AUT	JOHNS, Adam Lucas	1~4	Management	MRK101-42e00		
		EMG59315	468040	MARKETING STRATEGY 1	2	TBA	Staff	2~4	Management	MRK212-42e00		
		EMG59327	468052	STRATEGIC MANAGEMENT	2	TBA	Staff	2~4	Management	MAN227-42e00		[40]
		BGSS1030	BGSS1030	INTRODUCTION TO AREA STUDIES	2	AUT	FUKUTAKE, Shintaro	1	Global Studies	ARS110-21e00	*	FGS-SPSF only, Team-taught course
		BGSS1010	BGSS1010	INTRODUCTION TO GLOBAL STUDIES	2	AUT	MARUI, Masako	1	Global Studies	GST110-21e00	*	FGS-SPSF only, Team-taught course
		BGSS1020	BGSS1020	INTRODUCTION TO INTERNATIONAL RELATIONS	2	AUT	KISHIKAWA, Takeshi	1	Global Studies	IRS110-21e00	*	FGS-SPSF only, Team-taught course
	Major Core (Compulsory Electives)	EECS5018	498021	MATHEMATICS FOR ECONOMICS	2	TBA	Staff	1~4	Economics	ECN106-41e00		
		EECS5019	498016	AFRICAN ECONOMY	2	TBA	Staff	2~4	Economics	ECN269-41e00		
		EECS5020	498015	ASIAN ECONOMY	2	AUT	undecided	2~4	Economics	ECN268-41e00		
		EECS5008	402110	CONTEMPORARY ISSUES IN INTERNATIONAL DEVELOPMENT	2	AUT	HIGUCHI, Yuki	2~4	Economics	ECN210-41e00		
		EEC56300	402080	ENVIRONMENTAL AND NATURAL RESOURCE ECONOMICS	2	TBA	Staff	2~4	Economics	ECN207-41e00		
		EEC56500	402100	GAME THEORY	2	TBA	Staff	2~4	Economics	ECN209-41e00		
		EECS5007	467969	GLOBAL DEVELOPMENT GOALS	2	AUT	PUTHENKALAM, John Joseph	2~4	Economics	ECN252-41e00		
		EECS5005	402090	GLOBAL ECONOMIC HISTORY	2	AUT	KURATA, Masamitsu	2~4	Economics	ECN208-41e00		
		EEC69303	498005	GLOBAL HEALTH POLICIES	2	TBA	Staff	2~4	Economics	ECN260-41e00		
		EECS5009	498006	HEALTH ECONOMICS	2	4Q	HONDA, Ayako	2~4	Economics	ECN261-41e00		
		EECS5001	402060	INTERNATIONAL ECONOMICS AND BUSINESS	2	AUT	YOMOGIDA, Morihiro	2~4	Economics	ECN205-41e00		[200]
		EEC69310	498010	INTERNATIONAL FINANCE	2	TBA	Staff	2~4	Economics	ECN263-41e00		[100]
		EECS5004	402120	JAPANESE ECONOMY 1	2	AUT	MINAMHASHI, Naoaki	2~4	Economics	ECN211-41e00		
		EEC69312	498012	MACROECONOMICS: THEORY AND POLICY 1	2	TBA	Staff	2~4	Economics	ECN265-41e00		[20]
		EECS5011	498014	POVERTY IN THE GLOBAL ECONOMY	2	TBA	Staff	2~4	Economics	ECN270-41e00		
		EECS5002	498024	PUBLIC ECONOMICS 1	2	TBA	Staff	2~4	Economics	ECN273-41e00		
		EECS5012	498022	SEMINAR-ECONOMICS AND GLOBAL HEALTH 1	2	AUT	HONDA, Ayako	2~4	Economics	ECN272-41e00		[20]
		EECS5014	498011	TOPICS IN MODERN MACROECONOMICS	2	3Q	SCHLEGL, Matthias	2~4	Economics	ECN264-41e00		[70]
		EECS5017	498020	MACROECONOMICS: THEORY AND POLICY 2	2	AUT	SCHLEGL, Matthias	3~4	Economics	ECN305-41e00		[20]
		EEC69302	498004	SEMINAR-ECONOMICS AND GLOBAL HEALTH 2	2	TBA	Staff	3~4	Economics	ECN259-41e00		[20]
		EECS5900	499000	BACHELOR'S THESIS	4	TBA	Staff	4	Economics	ECN401-41e00		
		TBA	TBA	INTERNATIONAL COMMUNICATION 1	2	TBA	Staff	2~4	Journalism	TBA		
		TBA	TBA	INTERNATIONAL COMMUNICATION 2	2	TBA	Staff	2~4	Journalism	TBA		
		TBA	TBA	MASS MEDIA 1	2	TBA	Staff	3~4	Journalism	TBA		

Category1	Category2	Registration CD	Course CD	Course title	Cr.	Semester offered	Instructor	Student Year	Original Department (Course Offering)	Numbering	Attendees	Remarks
Category C	SE Electives	TBA	TBA	MASS MEDIA 2	2	TBA	Staff	3~4	Journalism	TBA		
		HED65000	147001	COMPARATIVE EDUCATION IN ASIA	2	TBA	Staff	2~4	Education	EDU238-81e00		
		HEDS1040	147004	CURRICULUM AND INSTRUCTION	2	TBA	Staff	2~4	Education	EDU206-81e00		
		HEDS1020	147002	INTERNATIONAL EDUCATION	2	AUT	SUGIMURA, Maki	2~4	Education	EDU202-81e00	*	
		HEDSS010	147021	SPECIAL TOPICS IN EDUCATION 1: PHILOSOPHY OF EDUCATION	2	TBA	Staff	2~4	Education	EDU204-81e00		[20]
		HEDSS020	147022	SPECIAL TOPICS IN EDUCATION 2: SOCIOLOGY OF EDUCATION	2	TBA	Staff	2~4	Education	EDU205-81e00		Every other year
		HEDSS030	147023	SPECIAL TOPICS IN EDUCATION 3: CURRENT ISSUES IN EDUCATION IN ASIA	2	TBA	Staff	2~4	Education	TBA		
		HEDSS040	147024	SPECIAL TOPICS IN EDUCATION 4: EDUCATION FOR CRITICAL ACTION IN THE ANTHROPOCENE	2	TBA	Staff	2~4	Education	TBA		
		HEDSS050	147025	SPECIAL TOPICS IN EDUCATION 5: TBA	2	TBA	Staff	2~4	Education	TBA		
		HSCS5030	289221	CONTEMPORARY SOCIAL PROBLEMS	2	TBA	Staff	2~4	Sociology	SOC205-83e00		[70], Prioritized for Sociology-SPSF
		HSCS8300	288807	SOCIAL CHANGE IN POSTWAR JAPAN	2	TBA	Staff	2~4	Sociology	SOC216-83e00		Every other year; [70], Prioritized for Sociology-SPSF
		HSCS2010	289204	SOCIOLOGICAL THEORY 1	2	TBA	HOMMERICH, Carola	2	Sociology	SOC201-83e00	*	[30], Prioritized for Sociology-SPSF
		HSCS2020	289205	SOCIOLOGICAL THEORY 2	2	TBA	HOMMERICH, Carola	2	Sociology	SOC202-83e00	*	[30], Prioritized for Sociology-SPSF
		HSCS5060	289222	SOCIOLOGY OF FAMILIES	2	TBA	Staff	2~4	Sociology	SOC206-83e00		Every other year; [70], Prioritized for Sociology-SPSF
		HSCS2900	284930	SOCIOLOGY OF GLOBALIZATION	2	TBA	Staff	2~4	Sociology	SOC213-83e00		[70], Prioritized for Sociology-SPSF
		HSCS5010	289220	SOCIOLOGY OF HAPPINESS	2	AUT	HOMMERICH, Carola	2~4	Sociology	SOC204-83e00		[70], Prioritized for Sociology-SPSF
		HSCS5020	288893	WORK AND EMPLOYMENT IN JAPAN	2	AUT	IMAL, Jun	2~4	Sociology	SOC222-83e00		[70], Prioritized for Sociology-SPSF
		HSCS5130	289226	ENVIRONMENTAL SOCIOLOGY	2	TBA	Staff	3~4	Sociology	SOC307-83e00		Every other year; [70], Prioritized for Sociology-SPSF
		HSCS5110	289224	SPECIAL TOPICS IN SOCIOLOGY 1	2	TBA	Staff	3~4	Sociology	SOC305-83e00		[70], Prioritized for Sociology-SPSF
		HSCS5120	289225	SPECIAL TOPICS IN SOCIOLOGY 2	2	TBA	Staff	3~4	Sociology	SOC306-83e00		[70], Prioritized for Sociology-SPSF
		EMG59311	468036	CONSUMER BEHAVIOR 1	2	AUT	SUGITANI, Yoko	2~4	Management	MRK214-42e00		
		EMG59312	468037	CONSUMER BEHAVIOR 2	2	TBA	Staff	2~4	Management	MRK215-42e00		
		EMGS004	468059	FINANCIAL ACCOUNTING 1	2	TBA	Staff	2~4	Management	ACC211-42e00		
		EMGS5005	468060	FINANCIAL ACCOUNTING 2	2	TBA	Staff	2~4	Management	ACC212-42e00		
		EMG59325	468050	FUNDAMENTAL OF ACCOUNTING 1	2	AUT	WAKABAYASHI, Toshiaki	2~4	Management	ACC209-42e00		
		EMG59326	468051	FUNDAMENTAL OF ACCOUNTING 2	2	TBA	Staff	2~4	Management	ACC210-42e00		
		EMG59323	468048	GLOBAL MARKETING 1	2	TBA	Staff	2~4	Management	MRK217-42e00		Restricted to students year 2-4
		EMG59324	468049	GLOBAL MARKETING 2	2	TBA	Staff	2~4	Management	MRK218-42e00		Restricted to students year 2-4
		EMG59329	468054	INTERNATIONAL BUSINESS	2	TBA	Staff	2~4	Management	MAN232-42e00		[40]
		EMG59211	468034	MANAGEMENT ACCOUNTING 1	2	AUT	OU, Shi	2~4	Management	ACC213-42e00		
		EMG59212	468035	MANAGEMENT ACCOUNTING 2	2	TBA	Staff	2~4	Management	ACC214-42e00		
		EMG59316	468041	MARKETING STRATEGY 2	2	AUT	TOGAWA, Taku	2~4	Management	MRK213-42e00		
		EMG59321	468046	ORGANIZATIONAL BEHAVIOR	2	AUT	MINN, Jyomunn	2~4	Management	MAN235-42e00		
		EMG59322	468047	ORGANIZATIONAL THEORY AND ANALYSIS	2	TBA	Staff	2~4	Management	MAN236-42e00		
		EMG59328	468053	CORPORATE STRATEGY (ADVANCED)	2	AUT	KAWAI, Norifumi	2~4	Management	MAN343-42e00		[30]
		EMG60920	408010	GLOBAL BRANDING	2	AUT	JOHNS, Adam Lucas	2~4	Management	MRK307-42e00		[30]
		EMG59330	468055	GLOBAL STRATEGY (ADVANCED)	2	AUT	KAWAI, Norifumi	2~4	Management	MAN344-42e00		[30]
		EMGS5027	468062	INTERNATIONAL ACCOUNTING	2	TBA	Staff	3~4	Management	ACC313-42e00		
		EMG59319	468044	SPECIAL TOPICS IN MANAGEMENT 1	2	TBA	Staff	3~4	Management	MAN331-42e00		[86]
		EMG59320	468045	SPECIAL TOPICS IN MANAGEMENT 2	2	AUT	SCUDDER Dylan*	3~4	Management	MAN332-42e00		[86]
		EMG59313	468038	SPECIAL TOPICS IN MARKETING	2	TBA	Staff	2~4	Management	MRK216-42e00		
		BGSS3003	BGS20000	BASICS OF INTERNATIONAL COOPERATION B	2	TBA	Staff	2~4	Global Studies	ICP223-21e00		
		BGSS3004	BGS20001	BASICS OF SOUTHEAST ASIAN STUDIES B	2	TBA	Staff	2~4	Global Studies	ASA233-21e00		
		BGSS3011	BGS20004	AFRICA'S DEVELOPMENT AID	2	TBA	Staff	3~4	Global Studies	AAF320-21e00		
		BGSS3012	BGS20005	ANTHROPOLOGY OF SUFFERINGS AND HOPES IN AFRICA	2	TBA	Staff	3~4	Global Studies	AAF321-21e00		
		BGS59500	BGS59500	ASIAN POLITICS	2	TBA	Staff	3~4	Global Studies	ASA324-21j00		

Category1	Category2	Registration CD	Course CD	Course title	Cr.	Semester offered	Instructor	Student Year	Original Department (Course Offering)	Numbering	Attendees	Remarks
		BGS58900	BGS58900	CONFLICT RESOLUTION	2	TBA	Staff	3~4	Global Studies	IRS326-21j00		[80]
		BGSS3008	BGS58300	CONTEMPORARY SOCIETIES OF THE MIDDLE EAST	2	AUT	TSUJIGAMI, Namie	3~4	Global Studies	AME318-21e00		
		BGSS3006	BGS20002	EDUCATION FOR MINORITIES IN JAPAN	2	TBA	Staff	3~4	Global Studies	ICP321-21e00		
		BGSS3010	BGS58100	LIFE AND CULTURE IN AFRICA	2	AUT	TODA, Mikako	3~4	Global Studies	AAF316-21j00		
		BGS59000	BGS59000	PEACE RESEARCH	2	TBA	Staff	3~4	Global Studies	IRS327-21j00		[80]
		BGSS3009	BGS20003	SOCIAL HISTORY OF THE MIDDLE EAST	2	AUT	YAMAGUCHI, Akihiko	3~4	Global Studies	AME319-21e00		
		BGSS3007	BGS57900	SOCIETY AND POLITICS IN SOUTH ASIA	2	AUT	AUGUSTINE, Sali	3~4	Global Studies	ASA318-21e00		
		BGSS3005	BGS58500	THEORY OF INTERNATIONAL POLITICS	2	AUT	SUZUKI, Kazutoshi	3~4	Global Studies	IRS323-21e00		
		BGSS4005	BGS57507	ADVANCED STUDIES (CONTEMPORARY SOCIETIES OF ASIA)	2	AUT	FUJIMURA, Hitomi*	3~4	Global Studies	ASA41-21e00		
		BGSS4004	BGS57508	ADVANCED STUDIES (CULTURES AND SOCIETIES OF ASIA)	2	AUT	YONENO-REYES, Michiyo*	3~4	Global Studies	ASA402-21e00		
		BGSS4002	BGS25000	ADVANCED STUDIES (DEMOCRACY AND CONFLICT)	2	TBA	Staff	3~4	Global Studies	IRS47-21e00		
		BGSS4006	BGS57517	ADVANCED STUDIES (GLOBAL MIGRATION AND KOREANS IN JAPAN)	2	AUT	KWON, Hyang Suk	3~4	Global Studies	ASA404-21j00		
		BGSS4001	BGS57516	ADVANCED STUDIES (INTERNATIONAL HUMAN RIGHTS)	2	AUT	KOBAYASHI, Ayako	3~4	Global Studies	IRS406-21e00		
		BGSS4003	BGS57505	ADVANCED STUDIES (INTERNATIONAL ORGANIZATION B)	2	TBA	Staff	3~4	Global Studies	ICP401-21e00		
		BGSS4000	BGS57515	ADVANCED STUDIES (INTERNATIONAL ORGANIZATION C)	2	TBA	Staff	3~4	Global Studies	IRS405-21e00		
		LAW69000	333306	COMPARATIVE POLITICS	2	TBA	Staff	3~4	Law	POL305-30e00		
		LAW68000	390400	HUMAN SECURITY AND DEVELOPMENT	2	AUT	IONESCU, Magdalena	3~4	Law	POL306-30e00		
		LAW69300	333307	INTERNATIONAL INSTITUTIONS AND WORLD ORDER	2	AUT	OKABE, Midori	3~4	Law	POL308-30e00		
		LAW68200	338010	INTERNATIONAL POLITICAL ECONOMY	2	TBA	Staff	3~4	Law	POL307-30e00		
		LAW52301	337503	JAPANESE POLITICS IN GLOBAL PERSPECTIVES	2	AUT	MIURA, Mari	3~4	Law	POL304-30e00		
		AIBE3400	IBE340	ECONOMIC STATISTICS	4	TBA	Staff	3~4	FLA	IBE340-65e00		[50]
		AIBE3200	IBE320	HUMAN RESOURCE MANAGEMENT	4	AUT	HAGHIRIAN, Parissa	3~4	FLA	IBE320-65e00		
		AIBE3110	IBE311	INTERMEDIATE MICROECONOMICS	4	AUT	ASANO, Akihito	3~4	FLA	IBE311-65e00		
		AIBE3030	IBE303	MANAGEMENT INFORMATION SYSTEMS	4	AUT	SINGH, Mahendra*	3~4	FLA	IBE303-65e00		
		AIBE3260	IBE326	MONEY AND BANKING	4	TBA	Staff	3~4	FLA	IBE326-65e00		
		AIBE3320	IBE332	WOMEN AND MEN IN THE LABOR MARKET	4	TBA	Staff	3~4	FLA	IBE332-65e00		

Department of Global Studies SPSF Curriculum

Education and Research Objectives

To equip students, through systematic study of courses divided broadly into the categories of international relations and area studies, with (1) understandings of globality, (2) understandings of locality, (3) proficiency in multiple languages (English and regional languages), and (4) negotiating skills grounded in ethical awareness.

Human Resource Development Objectives

To produce graduates (international public intellectuals) capable of addressing both positive and negative facets of globalization, and contributing to the development of a collaborative society in which all people of the world move forward in partnership.

Diploma policy

The Faculty of Global Studies sets standards for the skills and knowledge that students who aim to become international public intellectuals seeking to achieve a fair society that protects human dignity in the globalizing world today. Those who fulfill the graduation requirements shall be deemed to have acquired these qualities and will be awarded a diploma.

1. An interest in social security, conflicts, poverty, development, immigrants, refugees, global environment, etc. and the ability to explain why such issues need to be solved globally.
2. The ability to understand the approaches and overall theory of international relations studies and area studies and consider issues from both perspectives combined.
3. The ability to shape problem-solving methodology analyze the positive and negative aspects of globalization in line with concrete case studies, using basic theories and demonstrative methods.
4. The ability to select two areas from International Relations Studies and Area Studies as disciplinary specialties and set up a research subject combining the two disciplines selected and perform research.
5. The ability to engage in dialogue with various others who live in different parts of the world and to cooperate in solving problems for the creation of an inclusive society.

In addition to the above, the SPSF course sets the following abilities which students should acquire before graduation as common requirements across its six departments (Department of Journalism, Department of Education, Department of Sociology, Department of Economics, Department of Management, Department of Global Studies).

6. The ability to learn the basic knowledge on “Sustainable Futures,” to understand its importance, and to take action towards resolving challenges to the sustainable futures by drawing upon their academic discipline as well as from the other five disciplines in the SPSF course they learn.
7. The ability to understand and apply the interdisciplinary perspectives and methodologies, learned in their academic discipline and in the other five disciplines of the SPSF course, when addressing issues and presenting their ideas.

Curriculum policy

In accordance with the Diploma Policy, the Department of Global Studies constructs its curriculum with courses aligned with the following purposes:

1. To have students study Global Studies and the basics of International Relations and Area Studies that support it in lectures, and thus acquire core theories and methodologies as well as fundamental research skills and approaches. **【Course numbers 100-199】**
2. To have students understand the dynamics of international politics and economy, and learn in lectures about the mechanism of international cooperation and civil society, and thus prepare for selecting their specialties **【Course numbers 200-299】**
3. To have students learn about Asia, the Middle East and Africa, etc. from the perspectives of history, culture, politics, economics, etc. in lectures and thus prepare for selecting their specialties. **【Course numbers 200-299】**
4. To have students select two areas from International Relations Studies and Area Studies as their disciplinary specialties and have them conceptualize and implement solutions to global issues through lectures, etc. **【Lecture Course numbers 300-499】**
5. To have students actively set up individual research questions regarding globalization issues and present relevant research results in academic papers and other clear forms. **【Self-motivated research: 200-299; Seminars: 400-499;】**

Thesis and research: 400-499】

6. To have students acquire a supportive attitude toward the theme-based research of other individuals through small-group seminars where they can deepen mutual understanding through debate. 【Basic Seminar numbers 100-199; Seminars 400-499】
7. To have students enhance their proficiency of English, the language commonly spoken internationally, and to have them acquire multilingual skills by encouraging them to learn foreign languages other than English. 【Lecture Course number 200-】

In addition to the above, the SPSF course constructs its curriculum in the following manner, for the purpose of achieving the common diploma policy across the six departments:

8. To enable the students during the first year to acquire a basic knowledge on “Sustainable Futures” and the relating issues through the SPSF General Studies Courses, drawing on the perspectives of six disciplines. Based on the acquired knowledge, the students will be able to deepen their understanding in various challenges related to the sustainable futures through Elective Courses in the University-wide General Studies Courses, and they will be also able to learn about the approaches, contents, and methodologies of the different disciplines through Specialized Courses offered by each department.
9. To enable students to gradually gain knowledge of the different disciplines of each Department and also acquire a wide range of knowledge through the courses offered by other faculties and departments which have been designated to offer Elective Compulsory Courses or Elective Courses. Thus, the students will be able to acquire the various perspectives, contents, and methodologies, as well as comprehensive approaches from the courses.

1. Courses and Minimum Number of Credits Required for Graduation

[For students who entered in 2020]

General Studies (Zengaku Kyotsu Kamoku)

Compulsory: 2 credits (Health and Physical Education: 2 credits)

Compulsory electives: 4 credits (Studies in Christian Humanism)

Electives: 20 credits (including SPSF Common Core: Theme Based " First Year Lecture in/about Sustainable Futures", "Third Year Seminar for Sustainable Futures (Advanced General Education course)" 6 credits)

Language

Compulsory: 4 credits (SPSF Common Core: Academic Writing 1&2)

Specialized Education (Gakka Kamoku)

Compulsory: 12 credits

Electives: 82 credits (including SPSF Common Core: Academic Skills 4 credits)

Total: 124 credits are required for graduation.

※The above Course Classification Elective includes both Compulsory Electives and Electives, which are described on page 104 of the Distribution of Required Credits.

2. Distribution of Required Credits

Please see page 104.

3. Major and Minor

There are 2 fields of study: International Relations and Area Studies. Students are required to choose one field as their Major and the other as their Minor.

4. Guidelines for Course Registration

① Language courses

(1) English

For information about the English Language course (SPSF Common Core (Academic Skills)), refer to p.60 of the Bulletin of Information.

(2) Languages other than English

Regardless of your Major or Minor, students are strongly advised to take courses in a language other than their native language (students whose native language is not Japanese are recommended to take Japanese Language Courses).

② Specialized Education courses

(1) Selecting your Major and Minor

Confirmation time and application method for your Major and Minor

[Application] Make an application on Loyola for your Major, Minor, your desired seminar and your research issue (250 words).

[Registration] Once your Major and Minor are confirmed, the Center for Academic Affairs will fix the registration prior to the course registration period in the Autumn Semester of the 3rd year. By doing so, the graduation requirements of each student will be confirmed.

[Change of Major]

- Change Procedure

a) Students who wish to change their Major can do so once in the course registration period in the Autumn Semester of the final year of enrollment only if they have an exceptional reason and provided they receive a decision from a faculty meeting. Students who request a change must receive approval from their seminar supervisor and submit the prescribed application to the Department Office approximately one month prior to the course registration period in the Autumn Semester of the final year. A change of Major will necessitate a change of Minor.

b) Credits for a seminar obtained prior to a change of Major may be included in credits necessary for

graduation (allocated as Specialized Education Electives) but they may not be counted as the 4 seminar credits of Specialized Education Compulsory Electives. Consequently, it is necessary to obtain 4 credits from the Major after the change.

- (2) Regarding course years: Students must comply with course years described in the Standard allocation list and the list of assigned courses. First year students cannot take courses in the 300 series and First year students and second year students cannot take courses in the 400 series.

(3) Course precautions

- SPSF students cannot take the 7 Compulsory (必修) Course(s) offered in own Department's Japanese Track (グローバル・スタディーズ入門、地域研究入門、国際関係論入門、グローバル・スタディーズ基礎演習 and 自主研究、演習、卒業論文.)
- In the case of Courses taught in Japanese, a total of 24 credits may be counted toward graduation. Specifically, credits earned may be applied to (1) language courses among Elective courses in General Studies, (2) Core Category 2 (Compulsory Electives) courses, and (3) FGS electives in Specialized Education.
- If you want to take a courses taught in Japanese in the category of Specialized Education, choose courses from the following subject groups.
 200-level: 学部基礎科目 (選択必修科目) 200 シリーズ; GS = グローバル研究共通科目群, IR = 国際関係論共通科目群, AS = 地域研究共通科目群
 300-level: 学部専門科目 (選択必修科目) 300 シリーズ
 400-level: 学部応用科目 (選択必修科目) 400 シリーズ; IR = 国際政治論科目群、および市民社会・国際協力論科目群; AS = アジア研究科目群、および中東・アフリカ研究科目群

- (4) Independent Studies: At any stage from the 2nd year to the 4th year, 2 credits per semester (one credit per Quarter in the case of Quarter courses) can be obtained, making a maximum of 12 credits in six semesters. [Registration]

- a) Students who wish to take this course are required to have an interview with a supervisor in the semester prior to commencing research and obtain permission for their research plan.
- b) Students are required to receive the seal of the supervisor on the prescribed application form and submit it to the department office during the course registration period in the semester in which they begin the course.
- c) Students are required to register for courses on Loyola during the course registration period in each semester.
- d) As a general rule, Independent Studies Quarter courses are targeted at students who are going to study abroad or who have studied abroad. Such students are required to register for courses in the Quarter immediately before they depart or immediately after they return.
- e) Independent Studies Quarter courses cannot be taken for 2 Quarters continuously.

(5) Seminars

- a) As a general rule, students are required to obtain 4 credits in the 3rd year. Students who cannot obtain all these credits in the 3rd year due to study abroad or absence from school are required to take courses in the 3rd and 4th years.
- b) Students are required to select either Seminar (International Relations) or Seminar (Area Studies), which are held in English, according to their Major.
- c) The major area of study is determined by the placement of the seminar course. Not all students can be placed in the seminar course of their first choice because of the limited number of students in the seminar courses. For this reason, your major and minor areas to be determined may not be areas to be as you requested.
- d) If more than 4 seminar credits are obtained, the extra credits up to 4 credits can be included in the 22 credits that should be obtained in the area of the student's Major.
- e) Seminar credits cannot be obtained by transferring credits obtained during study abroad.
- f) SPSF students cannot take seminars offered in Japanese, as a general rule (also not possible to take them as Electives).

[Application and Registration on Loyola]

- a) The application period is provided at the beginning of May in the 2nd year.
- b) Students are required to apply for their Major, Minor and their research issue (250 words) on Loyola in May in the 2nd year.

- c) Students are required to register their confirmed Major seminar without fail in the Autumn course registration period in the 3rd year.
- d) When withdrawing a seminar course (W), students are required to obtain the approval of the Chairperson.

(6) Bachelor's Thesis

As a general rule, students are required to register for Bachelor's Thesis 1 (2 credits) in the Autumn Semester of the 4th year and Bachelor's Thesis 2 (2 credits) in the Spring Semester of the 4th year on Loyola in the same way as other courses, and create a Thesis or a Project.

- a) A Thesis of approximately 6,000 words is required to be written in English.
- b) A Project is required to be a project other than a thesis that requires the same degree of intellectual activity as a) above.
- c) The submission of a Thesis will be accepted provided that 4 seminar credits are obtained or are expected to be obtained by the submission semester.
- d) P (Pass) and X (Fail) are used to evaluate Bachelor's Thesis 1.
- e) In the semester a student takes Bachelor's Thesis 1, he or she is required to submit a "Title Registration Form" (60~120 words) and a "Research Plan" (600 words or more) to the instructor in charge of the seminar.
- f) If a student cannot obtain credits for Bachelor's Thesis 1, he or she cannot take Bachelor's Thesis 2. However, if there is a special reason such as study abroad, a student may be allowed to take Bachelor's Thesis 1 and Bachelor's Thesis 2 simultaneously in one semester (prior approval by the Chairman is required).

As a general rule, in such a case, students who expect to graduate within 4 years can only do so if they participate in "Overseas Study (excluding absence from school)" in the Autumn Semester of the 4th year and take these courses simultaneously in the Spring Semester of the 4th year.

Students who take Bachelor's Thesis 1 and Bachelor's Thesis 2 simultaneously in one semester are required to consult each of their supervisors concerning the submission deadlines for the "Title Registration Form" and the "Research Plan."

- g) SPSF students cannot study for the Bachelor's Thesis (卒業論文・卒業研究) taught in Japanese.

(7) Courses in other faculties

A maximum of 26 credits for FGS courses, Faculty of Foreign Studies courses, Faculty of Liberal Arts courses, Courses for Teacher & Curator Certification with course numbers starting with 62, except "Teaching Practice 1, 2, 3 (教育実習 1,2,3)" and "Museum Curator Field Work 1, 2 (博物館実習)" and Courses offered by CLER can be included in FGS Electives required for graduation. In the case of courses offered by other faculties and departments, a maximum of 8 credits may be counted toward graduation.

(8) Recognition and conversion of credits for courses obtained at other Universities

Refer to p.39 of the Bulletin of Information regarding Transfer of Credits Earned before Entering as a First year student and the Procedure for Transfer of Credits for students studying abroad.

(9) Courses that students from other faculties may not take

- 1. Students other than SPSF students cannot take the 100 series lecture courses.
- 2. Students from other faculties and departments cannot take the 400 series seminar courses.

(10) The Loyola Bulletin Board

A variety of application forms are posted on the Loyola Announcement Bulletin Board: Faculty and Department Office. Download and use them as needed.

5. Early Graduation System

- 1. Early graduation refers to an enrollment period of at least 3 years, and graduating at the end of the 3rd year or at the end of the Autumn Semester in the 4th year, upon completion of prescribed procedures. The former is referred to as graduation in September of the 3rd year and the latter graduation in March of the 4th year.
- 2. In order to graduate early, all of the following requirements must be fulfilled.
 - (1) The student must wish to graduate early.
 - (2) At the time of graduation, the student must have obtained all the credits for prescribed courses necessary for graduation.
 - (3) The Grade Point Average (hereafter referred to as "the GPA") for the total number of credits obtained must be 3.7 or more.

3. When requesting early graduation, it is necessary to apply for early graduation registration.
 - (1) In order to apply for early graduation registration, it is necessary to obtain 80 credits or more (of which at least 62 must be obtained at Sophia University) that count toward graduation in prescribed courses by the end of the 2nd year. In addition, the GPA for the total number of credits obtained must be at least 3.7.
 - (2) A student who registers for early graduation must have taken 4 seminar credits by the time of graduation.
 - (3) A student wishing to graduate early must submit an Application for Early Graduation Registration to FGS office during the course registration period in the Autumn Semester of the 3rd year. On the Application, it is necessary to obtain the approval stamp of the instructor in charge of the seminar you will be attending.
 - (4) A student who registers for early graduation must consult the Chairperson or the instructor in charge of the seminar in advance and receive appropriate guidance. Also, the student must report the progress of his/her studies to the supervisor and receive guidance as required.
 - (5) A student who registers for early graduation may not as a general rule take a leave of absence.
4. For changes to the graduation period and withdrawal of early graduation registration, the following procedures must be followed:
 - (1) In the special case of a student wishing to graduate in September of the 3rd year, it is possible to change the time of early graduation. In this case, the approval stamp of the instructor in charge of the seminar must be affixed to the Notice of Changes to Period of Request for Early Graduation, and this form must be submitted to FGS office during the course registration period in the Spring Semester of the 3rd year.
 - (2) If a student who has registered for early graduation wishes to withdraw early graduation registration, the approval stamp of the instructor in charge of the seminar must be affixed to the Notice of Withdrawal of Registration of Request for Early Graduation, and this form must be submitted to FGS office by the date determined separately.
 - (3) When withdrawing early graduation application, courses completed in the 3rd year which would normally be taken in the 4th year will be included in the credits necessary for graduation.

Documents to be Submitted	Submission Period
Application for Early Graduation Registration	Course registration period in the Autumn Semester of the 3 rd year
Notice of Changes to Period of Request for Early Graduation	Course registration period in the Spring Semester of the 3 rd year
Notice of Withdrawal of Registration of Request for Early Graduation: September of the 3 rd Year	Course registration period in the Spring Semester of the 3 rd year
Notice of Withdrawal of Registration of Request for Early Graduation: March of the 4 th Year	Course registration period in the Autumn Semester of the 4 th year

6. Distribution of Required Credits

【Department of Global Studies】

○ General Studies: University-Wide General Studies (26 credits)

		1st Year		2nd Year				3rd Year		4th Year			
		Autumn Semester		Spring Semester		Autumn Semester		Spring Semester		Autumn Semester		Spring Semester	
		course title		or	course title		or	course title		or	course title		or
Compulsory Compulsory Electives	Compulsory	Health and Physical Education			2								
	Compulsory Electives	Studies in Christian Humanism			4								
Electives	SPSF Common Core(Theme Based)	First Year Lecture in/about Sustainable Futures		4					Third Year Seminar for Sustainable Futures (Advanced General Education course)		2		
	Electives	14 cr		– General Studies Elective Courses taught in English – Language(s): up to 8 cr ✖									

O Language (4 credits)

Language Credits	1st Year		2nd Year		3rd Year		4th Year	
	Autumn Semester course title	Spring Semester course title	Autumn Semester course title	Spring Semester course title	Autumn Semester course title	Spring Semester course title	Autumn Semester course title	Spring Semester course title
Compulsory	4 or	2	Academic Writing 2		2			
	SPSF Common Core(Academic Skills)							

○ Specialized Education (94 cr)

		1st Year		2nd Year		3rd Year		4th Year	
		Autumn Semester	Spring Semester	Autumn Semester	Spring Semester	Autumn Semester	Spring Semester	Autumn Semester	Spring Semester
		course title	cr	course title	cr	course title	cr	course title	cr
Compulsory	Core Category 1 (Compulsory)	Introduction to Global Studies	2	ACADEMIC SKILLS FOR GLOBAL STUDIES	2				
		Introduction to International Relations	2						
		Introduction to Area Studies	2						
	SPSF Common Core(Academic Skills)	Academic Presentations	2	Critical Thinking & Discussion	2				
Compulsory Electives						200-level GS※	6 cr		
						200-level IR※	4 cr		
						200-level AS※	4 cr		
						Major 300-400 level (IR or AS)※	22 cr		
						Minor 300-400 level(IR or AS)※	12 cr		
		Courses taught in Japanese: Own Department's Compulsory Elective (選択必修 Course(s) ※、(注1)							
		Seminar 1							2
		Seminar 2							2
Electives		Up to 26 cr							
		• Major Core Category 2 (The excess credits of Core Category 2)							
		• FGS Electives							
		• Compulsory Elective (選択必修) Course(s) and Elective (選択) Course(s) offered in own Department's Japanese Track※							
		• FLA course(s)							
	SE Electives	• FFL course(s): Courses taught in English only							
		• Language(s)※							
		• Course(s) for Teacher & Quator Certification with course numbers starting with 82, except "Teaching Practice 1, 2, 3 (修習実習1, 2, 3)" and "Museum Curator Field Work 1, 2 (博物館実習1, 2)※							
		Up to 8 cr							
		• Other Faculty/Department Course(s) except FLA and FFL Courses taught in English ※							

※ No more than 24 credits of courses taught in Japanese in total.

For details regarding Language courses, see p.60~68, "LANGUAGES (OTHER THAN ENGLISH)" and SPSF Language Courses chart

(主1) 教授言語日本語の科目を履修する場合、以下科目群より選択すること

IR=国際関係論共通科目群、AS=地域研究共通科目群、GS=グローバル研究共通科目群、200=200-level:学部基礎科目(選択必修科目)200シリーズ

学部専門科目(選択必修科目)300シリーズ/IR=国際政治論科目群、および市

300 level, 十中修 | 11-12月(週八)修 | 日 / 300 /
人、400 level, 十中修 | 11-12月(週八)修 | 日 / 400 /

7. Course List for Specialized Education Courses

- Instructor: Instructor's name with * = adjunct instructor

- Attendees: "*" in Attendees, the course is only open to SPSF students, in case of "*" with "Department's Name SPSF only" in Remarks, the course is only open to Department's SPSF students.

Courses with blank are open to SPSF students and other Faculty/Department students.

- Remarks: [] = Lottery Courses. Number in brackets is the capacity.

Category 1	Category 2	Registration CD	Course CD	Course title	Cr.	Semester offered	Instructor	Student Year	Original Department (Course Offering)	Numbering	Attendees	Remarks
Core Category 1 (Compulsory)		BGSS1010	BGSS1010	INTRODUCTION TO GLOBAL STUDIES	2	AUT	MARUI, Masako	1	Global Studies	GST110-21e00	*	SPSF only, Team-taught course
		BGSS1020	BGSS1020	INTRODUCTION TO INTERNATIONAL RELATIONS	2	AUT	KISHIKAWA, Takeshi	1	Global Studies	IRS110-21e00	*	SPSF only, Team-taught course
		BGSS1030	BGSS1030	INTRODUCTION TO AREA STUDIES	2	AUT	FUKUTAKE, Shintaro	1	Global Studies	ARS110-21e00	*	SPSF only, Team-taught course
		BGSS1040	BGSS1040	ACADEMIC SKILLS FOR GLOBAL STUDIES	2	TBA	KOBAYASHI, Ayako	2	Global Studies	GST235-21e00	*	
		BGSS9000	BGSS9000	BACHELOR'S THESIS 1	2	TBA	Staff	4	Global Studies	GRP412-21e00	*	
		BGSS9010	BGSS9010	BACHELOR'S THESIS 2	2	TBA	Staff	4	Global Studies	GRP414-21e00	*	
	Seminar	BGSS6000	BGSS6000	SEMINAR (INTERNATIONAL RELATIONS) 1	2	TBA	Staff	3	Global Studies	IRS472-21e00	*	
		BGSS6001	BGSS6001	SEMINAR (INTERNATIONAL RELATIONS) 2	2	TBA	Staff	3	Global Studies	IRS473-21e00	*	
		BGSS6010	BGSS6010	SEMINAR (AREA STUDIES) 1	2	TBA	Staff	3	Global Studies	ASA462-21e00	*	
		BGSS6011	BGSS6011	SEMINAR (AREA STUDIES) 2	2	TBA	Staff	3	Global Studies	ASA463-21e00	*	
	GS100-200	BGSS3000	BGS50201	GLOBALIZATION AND ECONOMICS 2	2	AUT	TAKASHIMA, Ryo	1~2	Global Studies	GST202-21e00		
		BGSS3001	BGS59700	INTERNATIONAL POLITICS: THEORY AND PRACTICE	2	AUT	KOBAYASHI, Ayako	1~2	Global Studies	IRS216-21e00		
		BGSS3002	BGS59800	INTERNATIONAL ORGANIZATION: THEORY AND PRACTICE	2	TBA	Staff	1~2	Global Studies	IRS217-21e00		
		TBA	268801	COMMUNICATION 1	2	TBA	Staff	1~4	Journalism	TBA		
		TBA	268811	INTERNATIONAL COMMUNICATION 1	2	TBA	Staff	2~4	Journalism	TBA		
		TBA	268812	INTERNATIONAL COMMUNICATION 2	2	TBA	Staff	2~4	Journalism	TBA		
		HED65000	147001	COMPARATIVE EDUCATION IN ASIA	2	TBA	Staff	2~4	Education	EDU238-81e00		
		HEDS1040	147004	CURRICULUM AND INSTRUCTION	2	TBA	Staff	2~4	Education	EDU206-81e00		
		HEDS1030	147003	EDUCATION AND INTERNATIONAL DEVELOPMENT	2	TBA	Staff	2~4	Education	EDU203-81e00		
		HEDS1020	147002	INTERNATIONAL EDUCATION	2	AUT	SUGIMURA, Miki	2~4	Education	EDU202-81e00	*	
		HEDS1010	147000	INTRODUCTION TO COMPARATIVE EDUCATION	2	AUT	MONZON, Maria	2~4	Education	EDU235-81e00	*	
		HEDS5010	147021	SPECIAL TOPICS IN EDUCATION 1: PHILOSOPHY OF EDUCATION	2	TBA	Staff	2~4	Education	EDU204-81e00		[20], Prioritized for Education-SPSF, then other Education students/Every other year
		HEDS5020	147022	SPECIAL TOPICS IN EDUCATION 2: SOCIOLOGY OF EDUCATION	2	TBA	Staff	2~4	Education	EDU205-81e00		Every other year
		HSCS1010	289200	PRINCIPLES OF SOCIOLOGY	2	AUT	HOMMERICH, Carola	1~4	Sociology	SOC101-83e00	*	[20], Prioritized for Sociology-SPSF
		HSCS1030	289202	QUANTITATIVE METHODS IN SOCIOLOGY	2	TBA	HOMMERICH, Carola	1~4	Sociology	SOC103-83e00	*	[30], Prioritized for Sociology-SPSF
		HSCS5030	289221	CONTEMPORARY SOCIAL PROBLEMS	2	TBA	Staff	2~4	Sociology	SOC205-83e00		[70], Prioritized for Sociology-SPSF
		HSCS2030	289203	QUALITATIVE METHODS IN SOCIOLOGY	2	TBA	HOMMERICH, Carola	2~4	Sociology	SOC203-83e00	*	[30], Prioritized for Sociology-SPSF
		HSCS8300	288807	SOCIAL CHANGE IN POSTWAR JAPAN	2	TBA	Staff	2~4	Sociology	SOC216-83e00		Every other year; [70], Prioritized for Sociology-SPSF
		HSCS2010	289204	SOCIOLOGICAL THEORY 1	2	TBA	HOMMERICH, Carola	2~4	Sociology	SOC201-83e00	*	[30], Prioritized for Sociology-SPSF
		HSCS2020	289205	SOCIOLOGICAL THEORY 2	2	TBA	HOMMERICH, Carola	2~4	Sociology	SOC202-83e00	*	[30], Prioritized for Sociology-SPSF
		HSCS5010	289220	SOCIOLOGY OF HAPPINESS	2	AUT	HOMMERICH, Carola	2~4	Sociology	SOC204-83e00		[70], Prioritized for Sociology-SPSF
		EECS1002	498008	INTRODUCTION TO MACROECONOMICS	2	4Q	SCHLEGL, Matthias	1~4	Economics	ECN113-41e00		[100]
		EECS1001	498007	INTRODUCTION TO MICROECONOMICS	2	3Q	HONDA, Ayako	1~4	Economics	ECN112-41e00		[100]
		EECS1003	498017	INTRODUCTION TO STATISTICS	2	TBA	Staff	1~4	Economics	ECN105-41e00	*	
		EECS5008	402110	CONTEMPORARY ISSUES IN INTERNATIONAL DEVELOPMENT	2	AUT	HIGUCHI, Yuki	2~4	Economics	ECN210-41e00		
		EECS5007	467969	GLOBAL DEVELOPMENT GOALS	2	AUT	PUTHENKALAM, John Joseph	2~4	Economics	ECN252-41e00		
		EECS5005	402090	GLOBAL ECONOMIC HISTORY	2	AUT	KURATA, Masamitsu	2~4	Economics	ECN208-41e00		
		EEC69309	498009	INTRODUCTION TO DATA ANALYSIS	2	TBA	Staff	2~4	Economics	ECN262-41e00		[66]

Category 1	Category 2	Registration CD	Course CD	Course title	Cr.	Semester offered	Instructor	Student Year	Original Department (Course Offering)	Numbering	Attendees	Remarks
Core Category 2 (Compulsory Electives)		EECS5011	498014	POVERTY IN THE GLOBAL ECONOMY	2	TBA	Staff	2~4	Economics	ECN270-41e00		
		EMG59323	468048	GLOBAL MARKETING 1	2	TBA	Staff	2~4	Management	MRK217-42e00		Restricted to students year 2-4
		EMG59324	468049	GLOBAL MARKETING 2	2	TBA	Staff	2~4	Management	MRK218-42e00		Restricted to students year 2-4
	AS200	BGSS3004	BGS20001	BASICS OF SOUTHEAST ASIAN STUDIES B	2	TBA	Staff	1~2	Global Studies	ASA233-21e00		
		EECS5019	498016	AFRICAN ECONOMY	2	TBA	Staff	2~4	Economics	ECN269-41e00		
		EECS5020	498015	ASIAN ECONOMY	2	AUT	undecided	2~4	Economics	ECN268-41e00		
		EECS5004	402120	JAPANESE ECONOMY 1	2	AUT	MINAMHASHI, Naoaki	2~4	Economics	ECN211-41e00		
		TBA	TBA	JAPANOLOGY (LITERATURE) A	2	TBA	Staff	2~4	CLER	TBA		
		LENG7130	854881	JAPANOLOGY (LITERATURE) B	2	AUT	YOUNG David	2~4	CLER	ENG200-69e00		[20]
		TBA	TBA	JAPANOLOGY (TOURISM) A	2	TBA	Staff	2~4	CLER	TBA		
		TBA	TBA	JAPANOLOGY (TOURISM) A	2	TBA	Staff	2~4	CLER	TBA		
		LENG7150	854883	JAPANOLOGY (TOURISM) B	2	AUT	RENJEL Renee	2~4	CLER	ENG200-71e00		[20]
		LENG8880	854883	JAPANOLOGY (TOURISM) B	2	AUT	MATSUDA,Maki	2~4	CLER	ENG200-71e00		[20]
	AS300-400	BGSS3011	BGS20004	AFRICA'S DEVELOPMENT AID	2	TBA	Staff	2~4	Global Studies	AAF320-21e00		
		BGSS3012	BGS20005	ANTHROPOLOGY OF SUFFERINGS AND HOPES IN AFRICA	2	TBA	Staff	2~4	Global Studies	AAF321-21e00		
		BGS59500	BGS59500	ASIAN POLITICS	2	TBA	Staff	2~4	Global Studies	ASA324-21e00		
		BGSS3008	BGS58300	CONTEMPORARY SOCIETIES OF THE MIDDLE EAST	2	AUT	TSUJIGAMI, Namie	2~4	Global Studies	AME318-21e00		
		BGSS3010	BGS58100	LIFE AND CULTURE IN AFRICA	2	AUT	TODA, Mikako	2~4	Global Studies	AAF316-21e00		
		BGSS3009	BGS20003	SOCIAL HISTORY OF THE MIDDLE EAST	2	AUT	YAMAGUCHI, Akihiko	2~4	Global Studies	AME319-21e00		
		BGSS3007	BGS57900	SOCIETY AND POLITICS IN SOUTH ASIA	2	AUT	AUGUSTINE, Sali	2~4	Global Studies	ASA318-21e00		
		BGSS4005	BGS57507	ADVANCED STUDIES (CONTEMPORARY SOCIETIES OF ASIA)	2	AUT	FUJIMURA, Hitomi*	3~4	Global Studies	ASA401-21e00		
		BGSS4004	BGS57508	ADVANCED STUDIES (CULTURES AND SOCIETIES OF ASIA)	2	AUT	YONENO-REYES, Michiyo*	3~4	Global Studies	ASA402-21e00		
		BGSS4006	BGS57517	ADVANCED STUDIES (GLOBAL MIGRATION AND KOREANS IN JAPAN)	2	AUT	KWON, Hyang Suk	3~4	Global Studies	ASA404-21e00		
		APOL3030	POL303	JAPANESE FOREIGN AND SECURITY POLICY	4	TBA	Staff	3~4	FLA	POL303-65e00		
		AANT3650	ANT365	KOREAN STUDIES: NORTH AND SOUTH	4	AUT	FAHY, Sandra	3~4	FLA	ANT365-65e00		Every other year
		TBA	TBA	LEC. IN HIST. (MODERN JAPAN)	2	TBA	Staff	3~4	History	TBA		
	IR200	BGSS3003	BGS20000	BASICS OF INTERNATIONAL COOPERATION B	2	TBA	Staff	1~2	Global Studies	ICP223-21e00		
		HEDS5030	147023	SPECIAL TOPICS IN EDUCATION 3: CURRENT ISSUES IN EDUCATION IN ASIA	2	TBA	Staff	2~4	Education	EDU207-81e00		
		HEDS5040	147024	SPECIAL TOPICS IN EDUCATION 4: EDUCATION FOR CRITICAL ACTION IN THE ANTHROPOCENE	2	TBA	Staff	2~4	Education	EDU208-81e00		
		HSC52900	284930	SOCIOLOGY OF GLOBALIZATION	2	TBA	Staff	2~4	Sociology	SOC213-83e00		[70], Prioritized for Sociology-SPSF
		EEC69303	498005	GLOBAL HEALTH POLICIES	2	TBA	Staff	2~4	Economics	ECN260-41e00		
		EECS5009	498006	HEALTH ECONOMICS	2	4Q	HONDA, Ayako	2~4	Economics	ECN261-41e00		
		EMG59311	468036	CONSUMER BEHAVIOR 1	2	AUT	SUGITANI, Yoko	2~4	Management	MRK214-42e00		
		EMG59312	468037	CONSUMER BEHAVIOR 2	2	TBA	Staff	2~4	Management	MRK215-42e00		
		EMG59315	468040	MARKETING STRATEGY 1	2	TBA	Staff	2~4	Management	MRK212-42e00		
		EMG59316	468041	MARKETING STRATEGY 2	2	AUT	TOGAWA, Taku	2~4	Management	MRK213-42e00		
		EMG59321	468046	ORGANIZATIONAL BEHAVIOR	2	AUT	MINN, Jyonnunn	2~4	Management	MAN235-42e00		
		EMG59322	468047	ORGANIZATIONAL THEORY AND ANALYSIS	2	TBA	Staff	2~4	Management	MAN236-42e00		
		EMG59327	468052	STRATEGIC MANAGEMENT	2	TBA	Staff	2~4	Management	MAN227-42e00		[40]
		EMG59328	468053	CORPORATE STRATEGY (ADVANCED)	2	AUT	KAWAI, Norifumi	2~4	Management	MAN343-42e00		[30]

Category 1	Category 2	Registration CD	Course CD	Course title	Cr.	Semester offered	Instructor	Student Year	Original Department (Course Offering)	Numbering	Attendees	Remarks
	IR300-400	BGSS58900	BGS58900	CONFLICT RESOLUTION	2	TBA	Staff	2~4	Global Studies	IRS326-21e00		[80]
		BGSS3006	BGS20002	EDUCATION FOR MINORITIES IN JAPAN	2	TBA	Staff	2~4	Global Studies	ICP321-21e00		
		BGSS59000	BGS59000	PEACE RESEARCH	2	TBA	Staff	2~4	Global Studies	IRS327-21e00		[80]
		BGSS3005	BGS58500	THEORY OF INTERNATIONAL POLITICS	2	AUT	SUZUKI, Kazutoshi	2~4	Global Studies	IRS323-21e00		
		BGSS4002	BGS25000	ADVANCED STUDIES (DEMOCRACY AND CONFLICT)	2	TBA	Staff	3~4	Global Studies	IRS407-21e00		
		BGSS4001	BGS57516	ADVANCED STUDIES (INTERNATIONAL HUMAN RIGHTS)	2	AUT	KOBAYASHI, Ayako	3~4	Global Studies	IRS406-21e00		
		BGSS4003	BGS57505	ADVANCED STUDIES (INTERNATIONAL ORGANIZATION B)	2	TBA	Staff	3~4	Global Studies	ICP401-21e00		
		BGSS4000	BGS57515	ADVANCED STUDIES (INTERNATIONAL ORGANIZATION C)	2	TBA	Staff	3~4	Global Studies	IRS405-21e00		
		TBA	268813	MASS MEDIA 1	2	TBA	Staff	3~4	Journalism	TBA		
		TBA	268814	MASS MEDIA 2	2	TBA	Staff	3~4	Journalism	TBA		
		TBA	268817	REPORTING IN ENGLISH 1	2	TBA	Staff	3~4	Journalism	TBA		
		TBA	268818	REPORTING IN ENGLISH 2	2	TBA	Staff	3~4	Journalism	TBA		
		TBA	268819	REPORTING IN ENGLISH 3	2	TBA	Staff	3~4	Journalism	TBA		
		TBA	268815	ETHICS OF MASS COMMUNICATION 1	2	TBA	Staff	3~4	Journalism	TBA		
		TBA	268816	ETHICS OF MASS COMMUNICATION 2	2	TBA	Staff	3~4	Journalism	TBA		
		HSCS5130	289226	ENVIRONMENTAL SOCIOLOGY	2	TBA	Staff	3~4	Sociology	SOC307-83e00		Every other year; [70]. Prioritized for Sociology-SPSF
		HSCS5110	289224	SPECIAL TOPICS IN SOCIOLOGY 1	2	TBA	Staff	3~4	Sociology	SOC305-83e00		[70]. Prioritized for Sociology-SPSF
		HSCS5120	289225	SPECIAL TOPICS IN SOCIOLOGY 2	2	TBA	Staff	3~4	Sociology	SOC306-83e00		[70]. Prioritized for Sociology-SPSF
		EMG60910	468008	CHALLENGING FRONTLINE ISSUES IN GLOBAL BUSINESS	TBA	TBA	Staff	3~4	Management	MAN342-42e00		Summer intensive & on-site practice course
		EMG60920	408010	GLOBAL BRANDING	2	AUT	JOHNS, Adam Lucas	3~4	Management	MRK307-42e00		[30]
		LAW69000	333306	COMPARATIVE POLITICS	2	TBA	Staff	3~4	Law	POL305-30e00		
		LAW69300	333307	INTERNATIONAL INSTITUTIONS AND WORLD ORDER	2	AUT	OKABE, Midori	3~4	Law	POL308-30e00		
		LAW68200	338010	INTERNATIONAL POLITICAL ECONOMY	2	TBA	Staff	3~4	Law	POL307-30e00		
		LAW52301	337503	JAPANESE POLITICS IN GLOBAL PERSPECTIVES	2	AUT	MIURA, Mari	3~4	Law	POL304-30e00		
SE Electives		BGSS5000	BGSS5000	INDEPENDENT STUDIES 1	2	TBA	Staff	2~4	Global Studies	IDR262-21e00	*	FGS-SPSF only
		BGSS5001	BGSS5001	INDEPENDENT STUDIES 2	2	TBA	Staff	2~4	Global Studies	IDR263-21e00	*	FGS-SPSF only
		BGSS5010	BGSS5010	INDEPENDENT STUDIES 2a	1	TBA	Staff	2~4	Global Studies	IDR268-21e00	*	FGS-SPSF only
		BGSS5011	BGSS5011	INDEPENDENT STUDIES 2b	1	TBA	Staff	2~4	Global Studies	IDR269-21e00	*	FGS-SPSF only
		BGSS5002	BGSS5002	INDEPENDENT STUDIES 3	2	TBA	Staff	2~4	Global Studies	IDR264-21e00	*	FGS-SPSF only
		BGSS5003	BGSS5003	INDEPENDENT STUDIES 4	2	TBA	Staff	2~4	Global Studies	IDR265-21e00	*	FGS-SPSF only
		BGSS5012	BGSS5012	INDEPENDENT STUDIES 4a	1	TBA	Staff	2~4	Global Studies	IDR270-21e00	*	FGS-SPSF only
		BGSS5013	BGSS5013	INDEPENDENT STUDIES 4b	1	TBA	Staff	2~4	Global Studies	IDR271-21e00	*	FGS-SPSF only
		BGSS5004	BGSS5004	INDEPENDENT STUDIES 5	2	TBA	Staff	2~4	Global Studies	IDR266-21e00	*	FGS-SPSF only
		BGSS5005	BGSS5005	INDEPENDENT STUDIES 6	2	TBA	Staff	2~4	Global Studies	IDR267-21e00	*	FGS-SPSF only
		BGSS5014	BGSS5014	INDEPENDENT STUDIES 6a	1	TBA	Staff	2~4	Global Studies	IDR272-21e00	*	FGS-SPSF only
		BGSS5015	BGSS5015	INDEPENDENT STUDIES 6b	1	TBA	Staff	2~4	Global Studies	IDR273-21e00	*	FGS-SPSF only

General Information

Instructor's Information

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Campus Map

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Instructor's Information

<SPSF Office>

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<FACULTY OF ECONOMICS DEPARTMENT OF ECONOMICS>

Department of Economics Office
: Room 2-1115a

◆Class Advisor
★Academic Advisor

Name	Teaching area	Position	Degree	Office Hours	Room	Remarks
AOKI, Ken	Economic Theory, Industrial Organization	Professor	B.A., Yamagata University M.A., Sophia University	Fri. 11:30 ~ 13:30	2-1121	
HIGUCHI, Yuki	Development Economics, Economic Statistics	Associate Professor	B.A., Kyoto University M.A., Ph.D., National Graduate Institute for Policy Studies	Mon. 12:45 ~ 13:20	2-1107	
◆★HONDA, Ayako	Economic Theory, Quantitative Analysis, Health Economics	Professor	B.A., Sophia University M.A., Xavier University, The University of Tokyo Ph.D., University of London	Mon. 13:30 ~ 15:00	2-1019	by appointment
HORIE, Tetsuya	Economic policy, Economic Statistics	Associate Professor	B.A., M.A., Kobe University Ph.D., University of Minnesota	Wed. 12:40 ~ 13:25	2-1103	
KAMAGA, Kohei	Economic Theory	Associate Professor	B.A., M.A., Ph.D., Waseda University	Tue. 12:35 ~ 13:20	2-1021	
KONDO, Hiroki	Economic Theory, Economic Policy	Professor	B.A., Sophia University M.A., Ph.D., The University of Tokyo	Thu. 14:00 ~ 15:00	2-1119	
KURATA, Masamitsu	Economic History, Economic Policy, Agricultural Science in Rural Society and Development	Associate Professor	B.A., M.A., Ph.D., The University of Tokyo	Wed. 12:30 ~ 13:20	2-1122	by appointment
MINAMIHASHI, Naoaki	Money/ Finance, Economic policy, Economic Statistics	Associate Professor	B.A., M.A., The University of Tokyo Ph.D., Boston University	Tue. 12:30 ~ 13:30	2-1127	"Office Hours" or by appointment
PUTHENKALAM, John Joseph	Economic Theory, Environmental and Ecological Symbiosis	Professor	B.A., University of Calicut, Sophia University M.A., Bharatidasan University, Sophia University M.A., Ph.D., University of Glasgow	Mon. Tue. Fri. 13:00 ~ 13:30	2-1129	
SCHLEGL, Matthias	Money/ Finance, Economic Theory, Economic Policy	Assistant Professor	B.A., University of Munich M.A., Ph.D. University of Munich	Wed. 14:00 ~ 15:00	2-920	
YOMOGIDA, Morihiro	Economic Policy, Economic Theory	Professor	B.A., Keio University M.A., Keio University Ph.D., University of Rochester	Tue. 14:00 ~ 15:00	2-1102	

<FACULTY OF HUMAN SCIENCES DEPARTMENT OF EDUCATION>

Department of Education Office
: Room 2-1430a

◆Class Advisor
★Academic Advisor

Name	Teaching area	Position	Degree	Office Hours	Room	Remarks
AIZAWA, Shinichi	Sociology of Education	Associate Professor	B.A. Keio University M.A., Ph.D., The University of Tokyo	Tue. 17:15 ~ 18:15	2-1418	appointment by email
◆KOMATSU, Taro	Education and International Development	Professor	B.A., Sophia University M.Sc., London School of Economics and Political Science (LSE) Ph.D., University of Minnesota	Wed. 13:30-15:00	2-1421	appointment by email
★MANZON, Maria	Comparative Education	Associate Professor	B.Sc., University of the Philippines M.Ed., Ph.D., The University of Hong Kong	Wed. 12:30-13:30	2-1411	appointment by email
SUGIMURA, Miki	International Education, Multicultural Education	Professor	B.A. Ochanomizu University M.A., Ph.D., The University of Tokyo	Tue. 12:30 ~ 13:30	2-1420	appointment by email
UENO, Masamichi	Educational Theory and Schooling	Professor	B.A. Sophia University M.A., Ph.D., The University of Tokyo	Mon. 12:35 ~ 13:30	2-1417	appointment by email

<FACULTY OF HUMAN SCIENCES DEPARTMENT OF SOCIOLOGY>

Department of Sociology Office
: Room 2-1430a

◆Class Advisor
★Academic Advisor

Name	Teaching area	Position	Degree	Office Hours	Room	Remarks
◆★HOMMERICH, Carola	Social and Subjective Wellbeing, Social Stratification and Status Identification, Risk Society	Associate Professor	B.A., M.A., Ph.D., University of Cologne	Tue. 12:40-13:30	2-1408	appointment by email
HOSOKI, Ittonen Ralph	Sociology of Globalization, International Migration, Social Movements	Assistant Professor	B.A., Carleton College M.A., The University of Tokyo M.A., Ph.D., University of California - Irvine	Thu. 15:15-16:15	2-1403	appointment by email
IMAI, Jun	Economy and Society, Work and Employment, Institutions and Inequalities, Gender	Professor	B.A., M.A., International Christian University M.A., Ph.D., State University of New York at Stony Brook	Mon. 15:25-17:05	2-1427	appointment by email
SARUYA, Hiroe	Political Sociology, Social Movements, Historical Sociology	Associate Professor	B.A. International Christian University M.A. Sophia University M.A., Ph.D., University of Michigan	Wed. 11:00-12:00	2-1426	appointment by email
TABUCHI, Rokuro	Families, Aging	Professor	B.A., M.A. The University of Tokyo	Thu. Fri. 12:40-13:30	2-1402	appointment by email
UEDA, Kyoko	Cultural Anthropology, Sociology	Professor	B.A., Kyoto University of Foreign Studies M.A. University of London M.A., Ph.D., University of Tsukuba	-	-	TBA

Instructor's Information

<FACULTY OF GLOBAL STUDIES>

Faculty of Global Studies Office
: 2-630

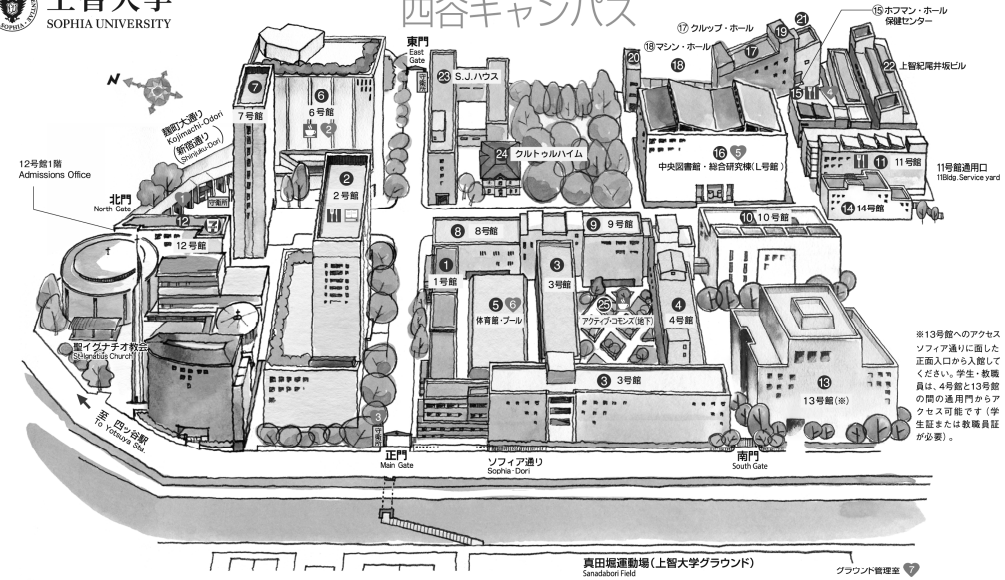
◆Class Advisor
★Academic Advisor

Name	Teaching area	Position	Degree	Office Hours	Room	Remarks
AUGUSTINE, Sali	Ethnic Politics; South Asian Area Studies; Religion and Politics; Human Rights	Professor	B.A., University of Calicut, B.A., JNANA-DEEPA VIDYAPEETH B.A., M.A., Ph.D., Sophia University	Mon. 12:00 ~ 13:00	2-609	"Office Hours" or by appointment
FUKUTAKE, Shintaro	Anthropology; Southeast Asian Studies	Professor	B.A., Sophia University M.A., Nanzan University Ph.D., Sophia University	Wed. 13:30 ~ 15:00	2-616	"Office Hours" or by appointment
◆INABA, Nanako	Sociology of International Migration, Gender and Migration, Social Movements of Poor People	Professor, Chairperson, Department of Global Studies	B.A., Tokyo University of Foreign Studies DEA, Paris Diderot University (Paris 7) M.A., The University of Tokyo	Wed. 11:00 ~ 12:30	2-612	"Office Hours" or by appointment
KISHIKAWA, Takeshi	Comparative Politics; Democratization Theory	Professor	B.A., M.A., Sophia University	Wed. 13:30 ~ 15:00	2-621	"Office Hours" or by appointment
★KOBAYASHI, Ayako	International Politics, Peace and Conflict Studies, International Organization, Global Governance	Assistant Professor by Special Appointment	B.A. Sophia University MIAP, Ph.D., Hitotsubashi University	Thu. 12:30 ~ 13:30	2-720	"Office Hours" or by appointment
KUSHIMOTO, Hiroko	Muslim Societies in South East Asia, Cultural Anthropology, Comparative Education	Associate Professor	B.A., Chuo University M.A., Tokyo Gakugei University Ph.D., Tokyo University of Foreign Studies	Thu. 15:30 ~ 16:30	2-627	"Office Hours" or by appointment
KWON, Hyang Suk	Northeast Asian Area Studies; Society and Culture in East Asia; Migration Studies; Korean-Chinese Studies	Assistant Professor	B.A., Korea University M.A., Ph.D., Sophia University	Tue. 12:00 ~ 13:00	2-624	"Office Hours" or by appointment
MAESHIMA, Kazuhiro	American Government	Professor, Dean, Faculty of Global Studies	B.A., Sophia University M.A., Georgetown University M.A., University of Maryland Ph.D., University of Maryland	Mon. 17:00 ~ 18:30	2-809	"Office Hours" or by appointment
MAKI, Momoka	African Studies, History of Africa, African Politics, Gender Studies in Africa	Associate Professor	Bachelor of International and Cultural Studies , Tsuda University Master of International and Cultural Studies , Tsuda University Ph.D. of International and Cultural Studies , Tsuda University	Mon. 15:25 ~ 17:05	2-607	"Office Hours" or by appointment
MARUI, Masako	Southeast Asian Archaeology; Cultural Heritage Studies	Professor	B.A., M.A., Sophia University	Wed. 13:30 ~ 15:00	2-626	"Office Hours" or by appointment
MARUYAMA, Hideki	Comparative and International Education, Sociology of Education, International Educational Cooperation, Non-formal Education, Education for Immigrant	Professor, SPSF Program Coordinator	B.A., Okayama University M.A., Hiroshima University Ph.D., Sophia University	Wed. 15:30 ~ 17:00	2-610	"Office Hours" or by appointment
MIYAGI, Taizo	History of International Relations, Japanese Diplomacy	Professor	B.A., Rikkyo University M.A., Ph.D., Hitotsubashi University	Thu. 15:30 ~ 16:30	2-618	"Office Hours" or by appointment
NAKAUCHI, Masataka	International Politics; Peacebuilding; Regional Integration; Regional Organizations	Associate Professor	B.A., Osaka University M.A., Ph.D., Osaka University	Thu. 14:30 ~ 16:30	2-923	"Office Hours" or by appointment
OGISU, Takayo	Comparative and International Education, International Educational Development, Teacher Education	Assistant Professor by Special Appointment	B.A., The University of Tokyo M.A., Nagoya University Ph.D., Michigan State University	Wed. 15:15 ~ 16:45	2-1323	"Office Hours" or by appointment
SAWAE, Fumiko	Politics in the Middle East, Political Sociology of Modern Turkey	Professor	B.A., Hitotsubashi University M.A., Keio University Ph. D., Hitotsubashi University	Wed. 15:25 ~ 17:05	2-608	"Office Hours" or by appointment
SHIMOKAWA, Masatsugu	International Economics; International Political Economy; Development Economics; Globalization and the Problem of Poverty	Professor	Bachelor of Engineering; The University of Tokyo Master of Engineering; The University of Tokyo Master of Economics; Yokohama National University Doctor of Philosophy; Yokohama National University	Thu. 15:25 ~ 17:05	2-611	"Office Hours" or by appointment
SUZUKI, Kazutoshi	International Relations, International Political Economy, Simulation	Professor	B.A., Tokyo University of Foreign Studies M.A., Ph.D., The University of Tokyo	Wed. 15:25 ~ 17:05	2-619	"Office Hours" or by appointment
TAKASHIMA, Ryo	Development Economics; International Trade; Economics of Happiness and Subjective Well-Being	Professor	B.A., Niigata University M.A., University of Colorado, Denver Ph.D., West Virginia University	Fri. 11:00 ~ 12:00	2-620	"Office Hours" or by appointment
TANAKA, Masako	Development Studies; Gender Studies; South Asian Area Studies	Professor	B.A., Kobe University M.A., University of East Anglia Ph.D., Nihon Fukushi University	Thu. 12:00 ~ 13:00	2-810	"Office Hours" or by appointment
TODA, Mikako	African Area Studies (Central Africa), Ecological Anthropology, Disability in Africa	Assistant Professor	B.A., Kobe University M.A., Ph.D., Kyoto University	Thu. 12:30 ~ 14:00	2-613	"Office Hours" or by appointment
TSUJIGAMI, Namie	Comparative Gender Studies in the Middle East, Area Studies	Professor	B.A., Osaka University of Foreign Studies M.A., University of Exeter M.A., Ph.D., Kobe University	Wed. 10:55 ~ 12:35	2-629	"Office Hours" or by appointment
WATANABE, Shino	International Politics, Contemporary Chinese Politics, International Relations of East Asia	Professor	Bachelor of Economics, University of Tokyo M.A., Fletcher School, Tufts University Ph.D., University of Virginia	Thu. 13:30 ~ 14:30	2-617	"Office Hours" or by appointment
YAMAGUCHI, Akihiko	Early Modern and Modern History of the Middle East, Kurdish Studies	Professor	B.A., M.A., The University of Tokyo Ph.D., Ecole Pratique des Hautes Etudes	Tue. 12:00 ~ 13:00	2-623	"Office Hours" or by appointment



上智大学
SOPHIA UNIVERSITY

Yotsuya Campus 四谷キャンパス



- ① 1号館 Bldg. No.1
- ② 2号館 Bldg. No.2
- ③ 3号館 Bldg. No.3
- ④ 4号館 Bldg. No.4
- ⑤ 体育館 Gymnasium
- ⑥ 6号館 Bldg. No.6

- ⑦ 7号館 Bldg. No.7
- ⑧ 8号館 Bldg. No.8
- ⑨ 9号館 Bldg. No.9
- ⑩ 10号館 Bldg. No.10
- ⑪ 11号館 Bldg. No.11
- ⑫ 12号館 Bldg. No.12
- ⑬ 13号館 Bldg. No.13

- ⑭ 14号館 Bldg. No.14
- ⑮ ホフマン・ホール Hoffmann Hall
- ⑯ 保健センター Health Center
- ⑰ 中央図書館 Central Library
- ⑱ 総合研究棟(L号館) and Research Institutes
- ⑲ クルップ・ホール Krupp Hall
- ⑳ マシン・ホール Machine Hall

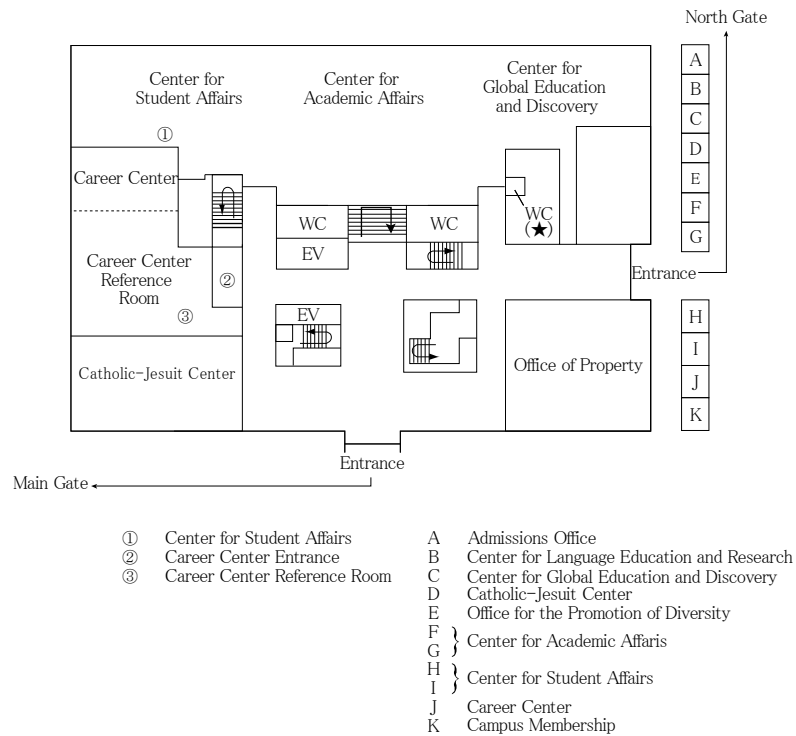
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- ㉒ パワーステーションⅡ Power Station II
- ㉓ パワーステーションⅢ Power Station III
- ㉔ 上智紀尾井坂ビル Jozhi Kozuka Bldg.
- ㉕ S.J.ハウス S.J. House
- ㉖ クルトゥルハイム Kulturheim
- ㉗ アクティブ・コモンズ Active Commons

- ㉘ 購買 紀伊國屋書店 上智大学店 ㉙ 地下 (basement)
- ㉚ 食堂 Restaurant ㉛ 5階 (5F) ㉜ 地下 (basement) ㉝ 4階 (4F)
- ㉞ 喫茶 Cafe ㉟ 1階 (1F) ㊱ 地下 (basement)
- ㊲ AED (自動体外式除細動器): 学内7カ所 Automated External Defibrillator
- ㊳ 北門 North Gate ㊴ 6号館防災センター Bldg.6 Disaster Prevention Center ㊵ 正門 Main Gate
- ㊶ 保健センター The Health Center ㊷ 図書館受付 Library Entrance ㊸ 体育館プール (地下1階) Swimming Pool (basement)
- ㊹ 真田運動場グラウンド管理室 Sports Field Maintenance Room
- ㊺ コンビニエンスストア Convenience Store ㊻ 地下 (basement)

※13号館へのアクセス
ソフィア通りを直した
正面入口から入館して
ください。学生・教職
員は、4号館と13号館
の間の通路門からア
クセス可能です (学
生証または教職員証
が必要)。

Yotsuya Campus

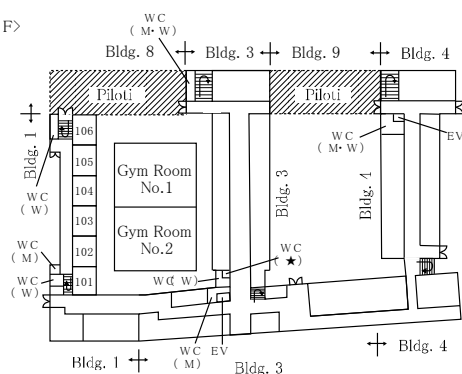
Bulletin Boards in Building No.2 1F



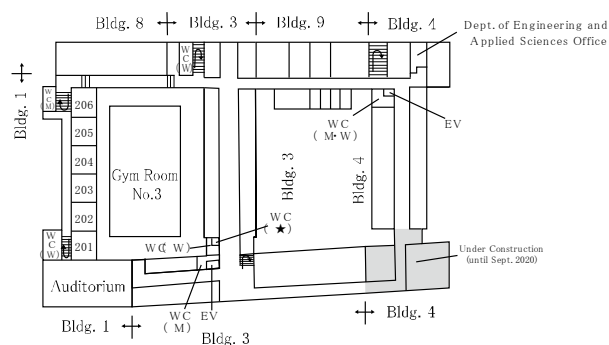
*WC(★): For details, refer to the Accessibility Map on the University website and the Sophians' Guide

Building No.1,3,4,8,9

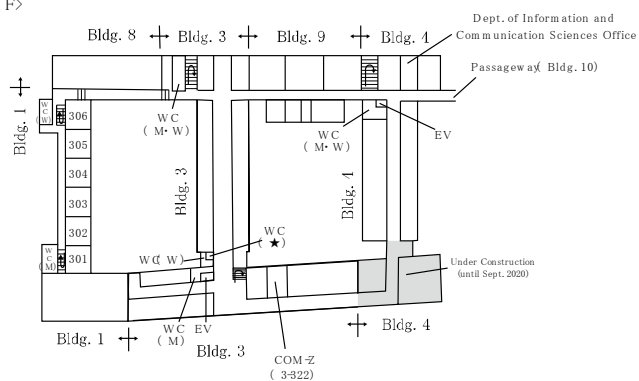
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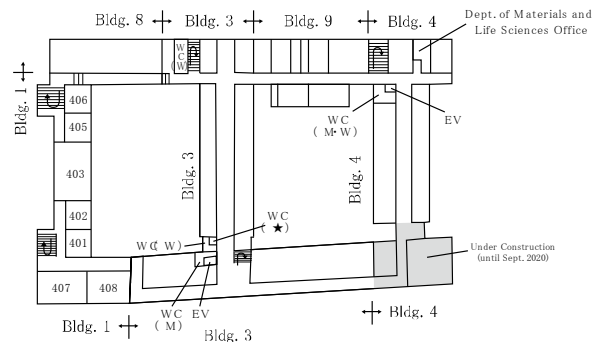
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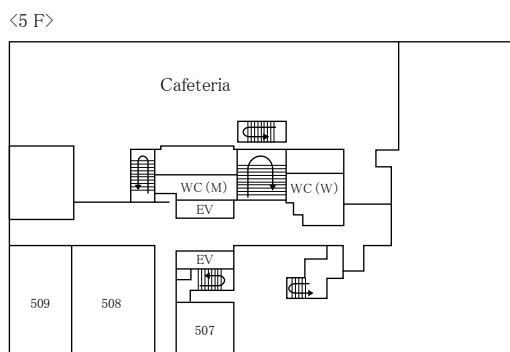
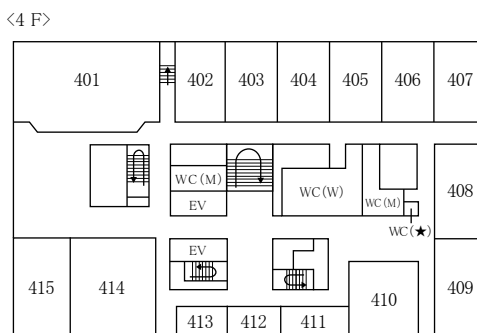
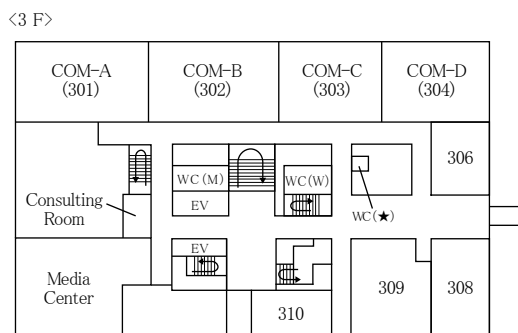
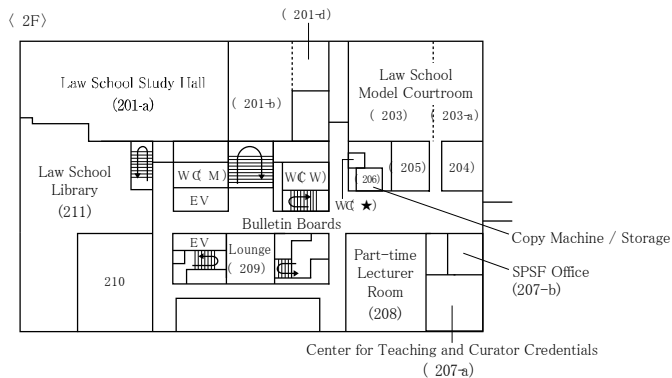
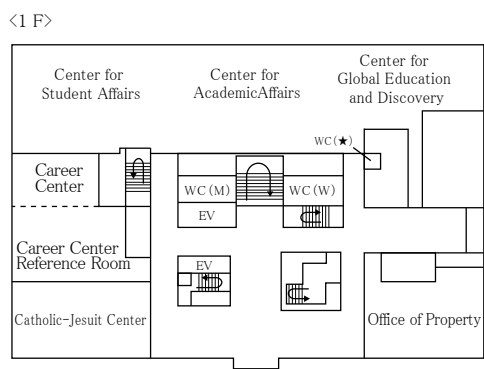
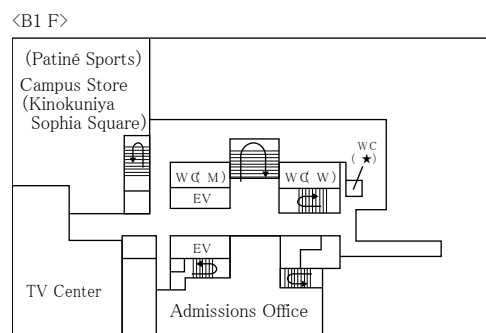
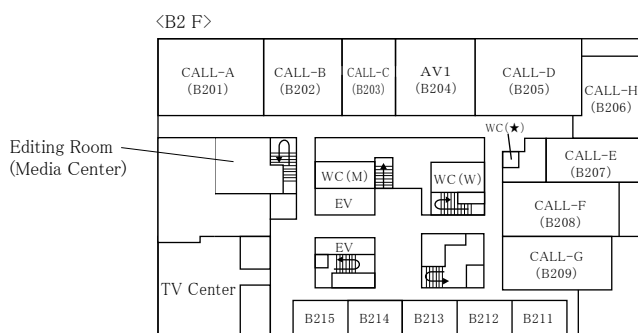


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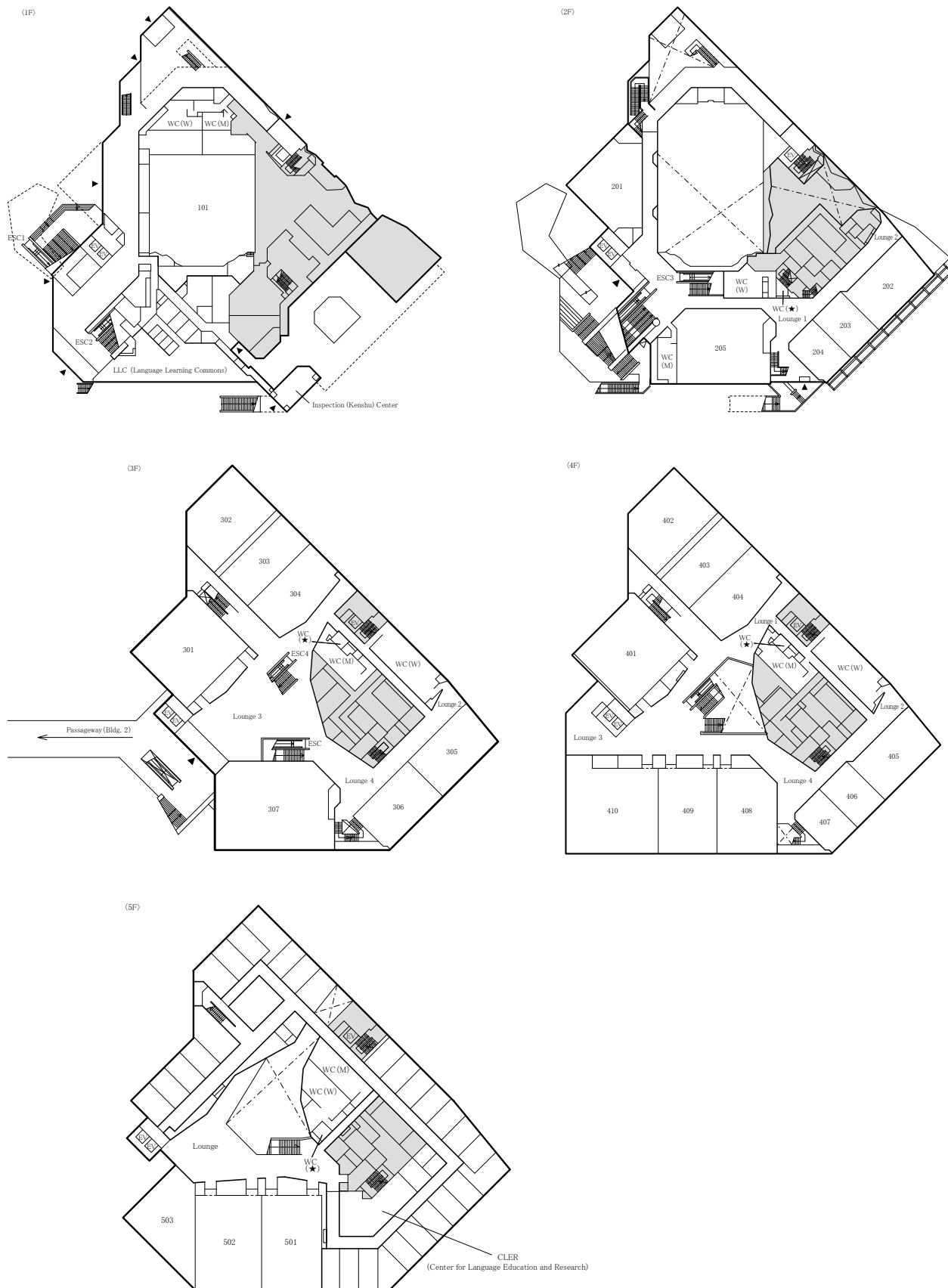
*WC(★): For details, refer to the Accessibility Map on the University website and the Sophians' Guide

Building No.2



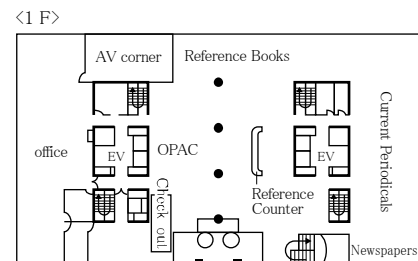
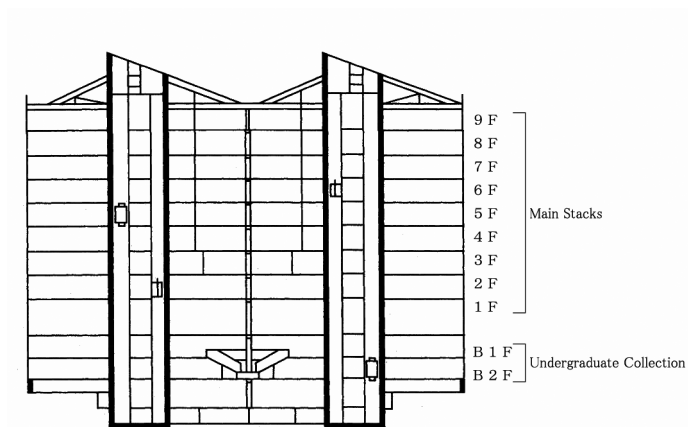
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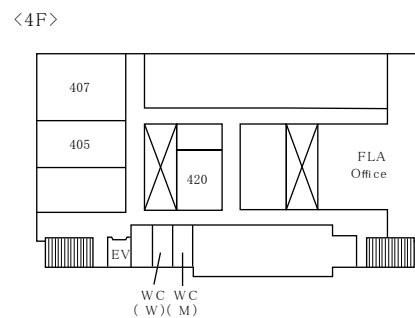
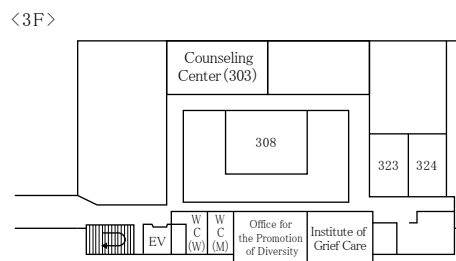
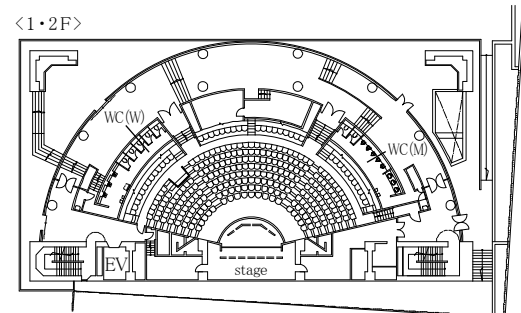
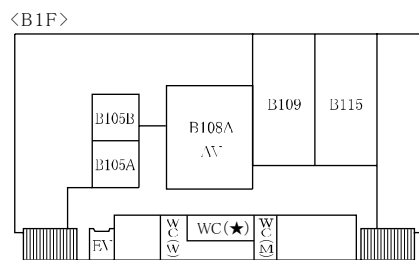


*WC(★): For details, refer to the Accessibility Map on the University website and the Sophians' Guide

Central Library (Building L)

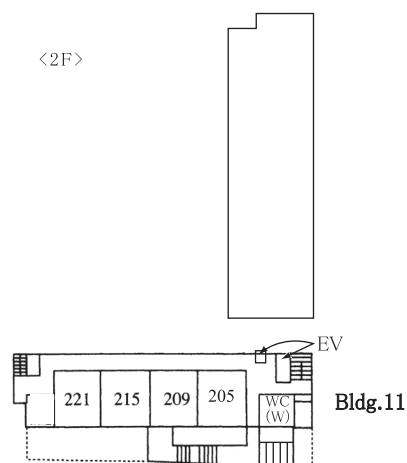
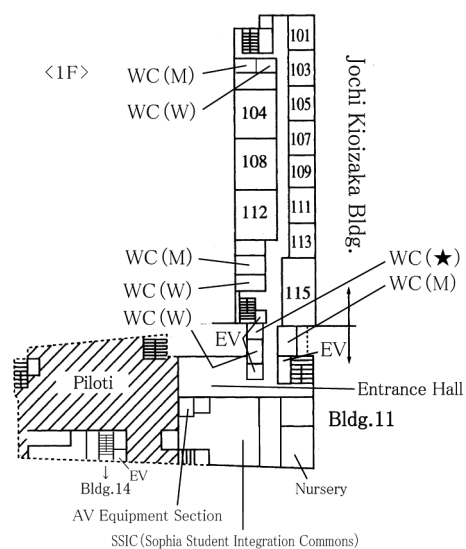
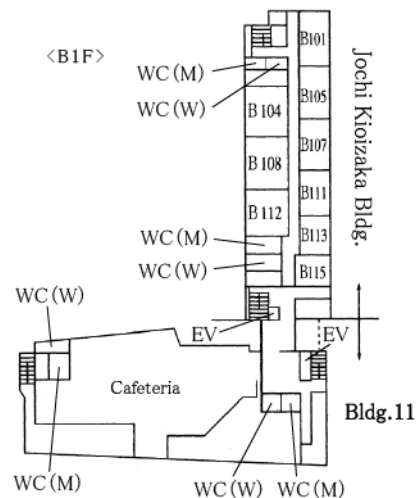
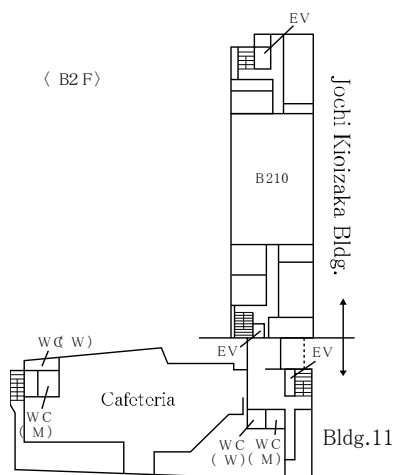


Building No.10



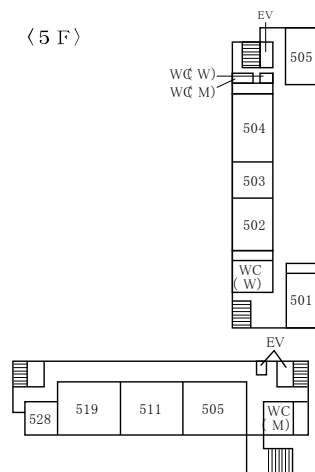
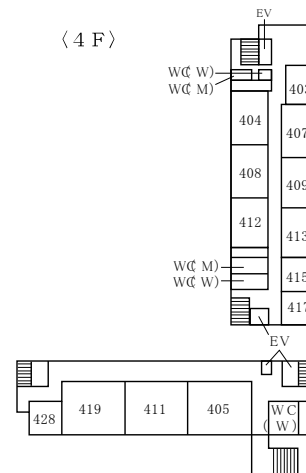
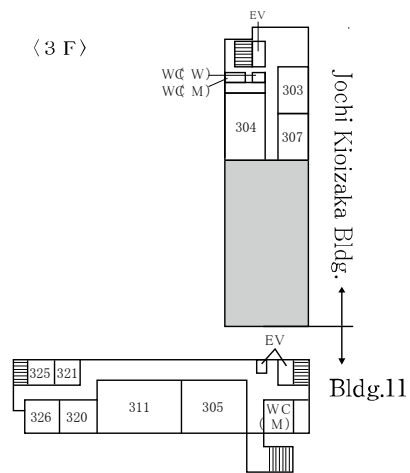
*WC(★): For details, refer to the Accessibility Map on the University website and the Sophians' Guide

Building No.11 & Jochi Kioizaka Building

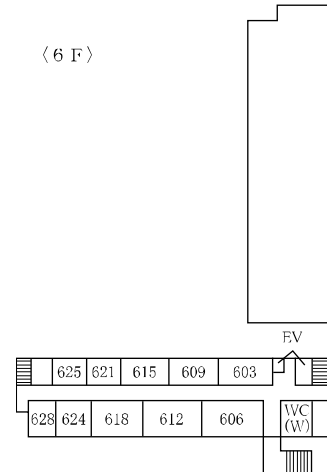


*WC(★): For details, refer to the Accessibility Map on the University website and the Sophians' Guide

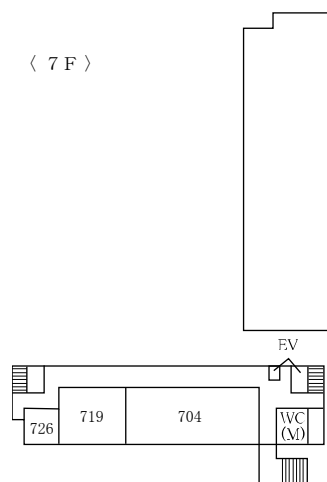
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〈 6 F 〉



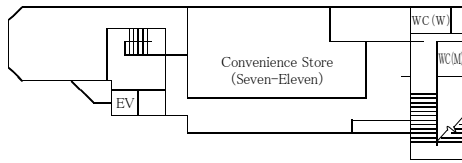
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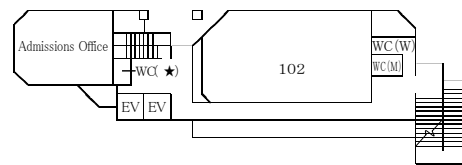
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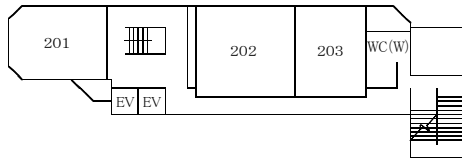
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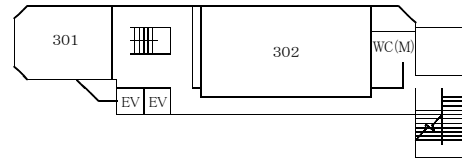
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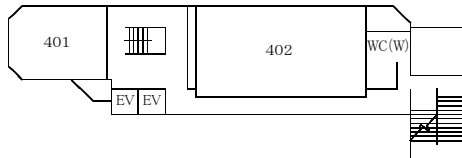
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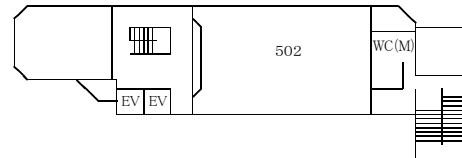
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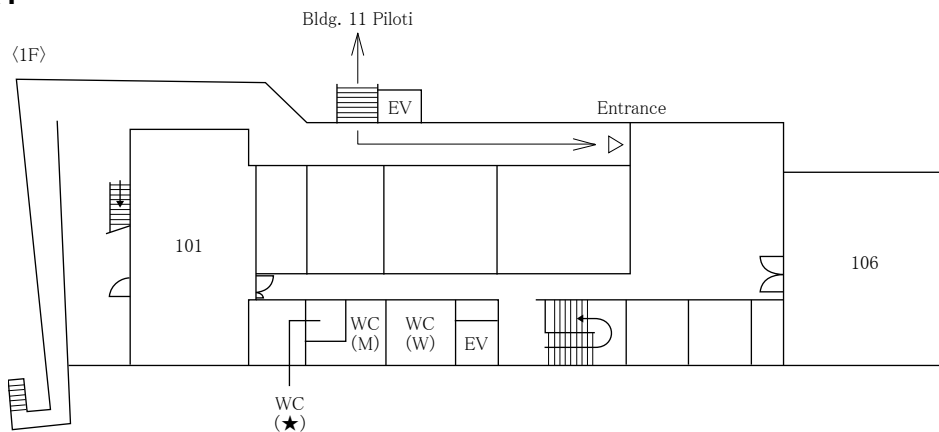
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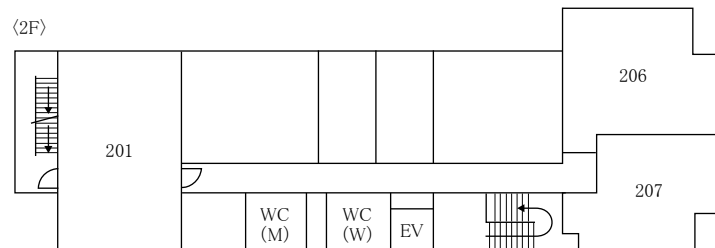
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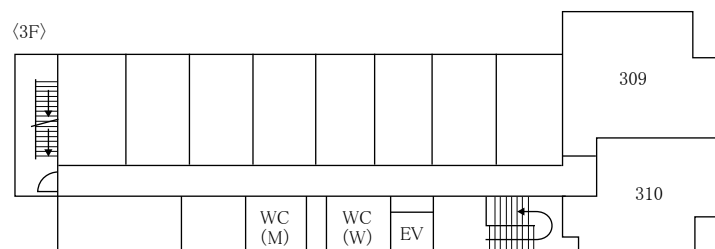
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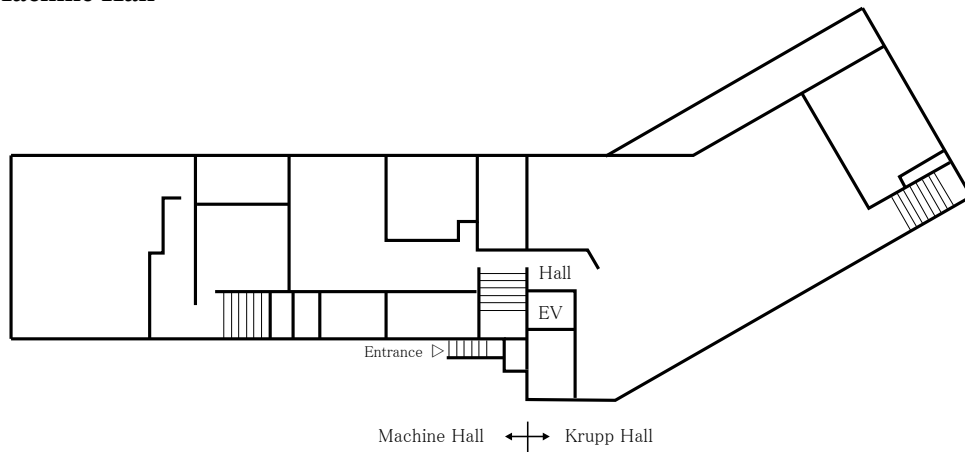
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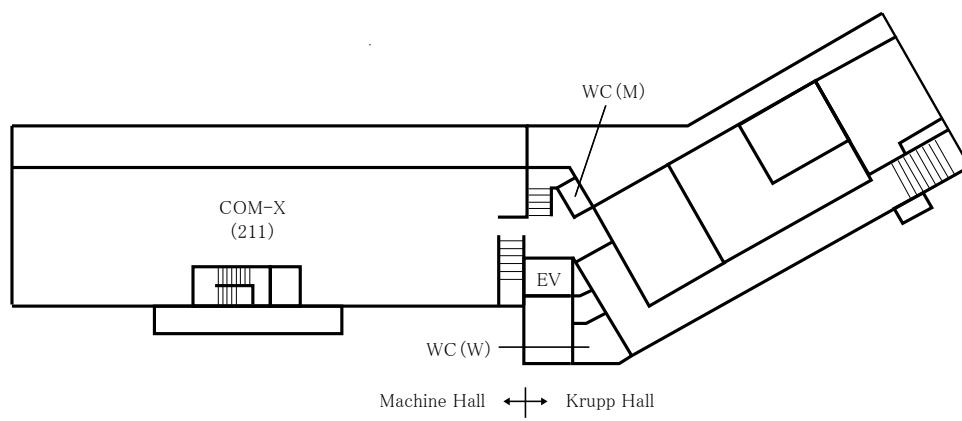
*WC(★): For details, refer to the Accessibility Map on the University website and the Sophians' Guide

Krupp Hall / Machine Hall

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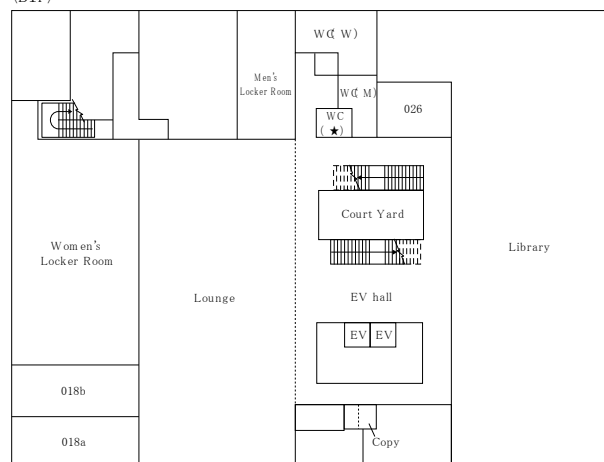


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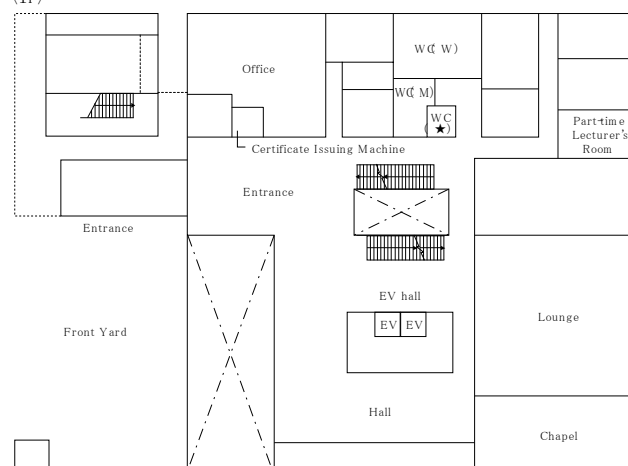
Mejiro Campus

Building No.1

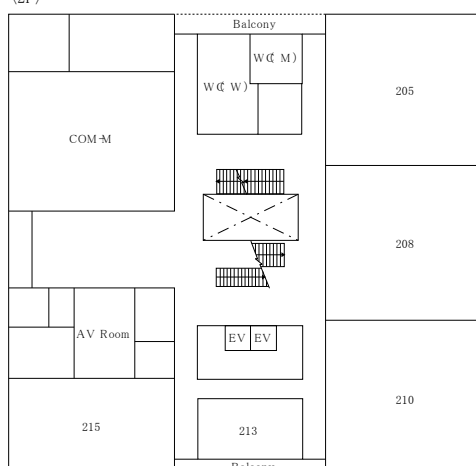
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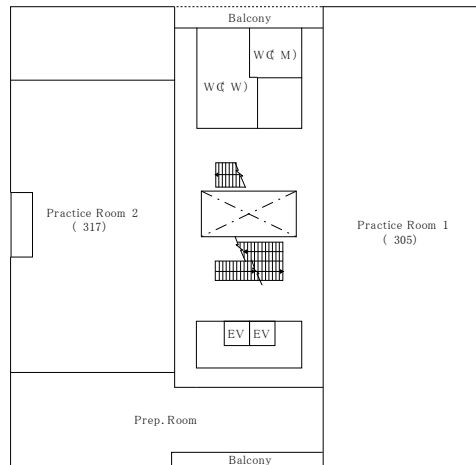


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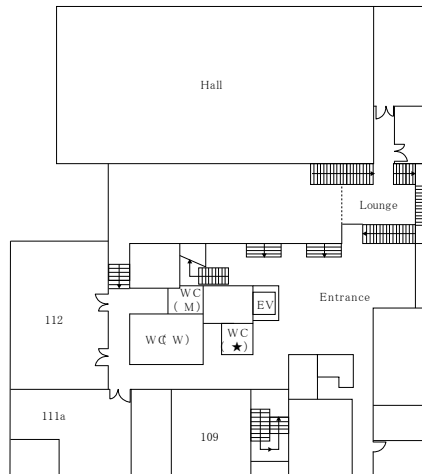
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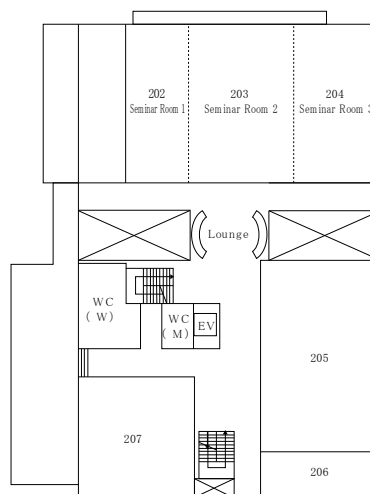


Building No.2

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*WC(★): For details, refer to the Accessibility Map on the University website and the Sophians' Guide

