

AY 2022

**Liberal Arts and Sciences Course Registration Guide
for International Programs Students**

(Students' Guide for G30 Students)

Nagoya University

Revises may be made, so check the latest version on
[NU Portal, ILAS tab](#) from time to time.

Schedule for Liberal Arts and Sciences (Fall Semester, AY2022)

Semester	Date	Event	Notes
	October 1 (Sat)	Fall Entrance Ceremony	Fall Semester Make-up Days:
	October 3 (Mon)	First Day of Classes	Nov. 19 (Sat): For the Fall Quarter 1
	October 3(Mon) - November 30 (Wed)	Fall Quarter 1	Jan. 21 (Sat): For the Fall Quarter 2
	October 4 (Tue) - 11 (Tue)	Course Registration Period*	
	October 25 (Tue) -	Registration Confirmation*	
	October 28 (Fri)	Earthquake Disaster Evacuation Drill	
	November 29 (Tue)	Class Day for Quarter 1 Thursday Class	
	December 1 (Thu) - February 8 (Wed)	Fall Quarter 2	
	January 10 (Tue)	Class Day for Quarter 2 Friday Class	
	December 28 (Wed) - January 7 (Sat)	Winter Vacation	
	January 13 (Fri)	Preparation for Common Test for University Admissions	No Classes (Tentative)
	January 14 (Sat) - 15 (Sun)	Common Test for University Admissions	
	January 26 (Thu) - February 8 (Wed)	Final Examination Period	
	February 8 (Wed)	Last class day of Fall semester	
	February 16 (Thur) - 17 (Fri)	Make-up Examinations Period (Tentative)	
	February 20 (Mon)	Grade Confirmation*	
	March 1 (Wed) - March 3 (Fri)	Repeat Examination period (Tentative)	

* You are supposed to do course registration and confirmation online. For more information, please refer to the "Course Registration Procedures" on NU Portal, ILAS tab (<https://portal.nagoya-u.ac.jp/app/group/student/academics/ilas>).

• Schedule for next Spring Semester will be available on the "ILAS" website in March, 2023.

• The ILAS Office window opens from 8:30 to 17:00 on Monday - Friday, except holidays. During vacation period, closed from 12:00 to 13:00.

Academic Calendar for AY 2022

[Approved by the Education and Research Council and
the Executive Board on September 7, 2021]

Spring Semester

Month	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Events, etc.
4	4	5	6	7	8	9	10	4/1-8 New Student Orientation 4/5 Spring Entrance Ceremony 4/11-6/12 Spring Quarter 1 4/23 Class Day for Spring Quarter 1 Thursday PM Classes
	11 ^①	12 ^①	13 ^①	14 ^①	15 ^①	16	17	
	18 ^②	19 ^②	20 ^②	21 ^②	22 ^②	23	24	
	25 ^③	26 ^③	27 ^③	28 ^③	29 ^③	30		
5	2 ^④	3 ^④	4 ^④	5 ^④	6 ^④	7	8	5/1 Nagoya University's Anniversary 5/14 Class Day for Spring Quarter 1 Friday Classes 5/28 Make-up Class Day for Spring Quarter 1
	9 ^⑤	10 ^⑤	11 ^⑤	12 ^⑤	13 ^⑤	14 ^⑤	15	
	16 ^⑥	17 ^⑥	18 ^⑥	19 ^⑥	20 ^⑥	21	22	
	23 ^⑦	24 ^⑦	25 ^⑦	26 ^⑦	27 ^⑦	28	29	
6	6 ^①	7 ^①	8 ^①	9 ^①	10 ^①	11	12	(6/9 PM-6/12 University Festival "MEIDAI-SAI") 6/6, 6/13-8/5 Spring Quarter 2
	13 ^②	14 ^②	15 ^②	16 ^②	17 ^②	18	19	
	20 ^③	21 ^③	22 ^③	23 ^③	24 ^③	25	26	
	27 ^④	28 ^④	29 ^④	30 ^④				
7	4 ^⑤	5 ^⑤	6 ^⑤	7 ^⑤	8 ^⑤	9	10	7/23 Make-up Class Day for Spring Quarter 2
	11 ^⑥	12 ^⑥	13 ^⑥	14 ^⑥	15 ^⑥	16	17	
	18 ^⑦	19 ^⑦	20 ^⑦	21 ^⑦	22 ^⑦	23	24	
	25 ^⑧	26 ^⑧	27 ^⑧	28 ^⑧	29 ^⑧	30	31	
8	1 ^⑧	2 ^⑧	3 ^⑧	4 ^⑧	5 ^⑧	6	7	8/8-9/30 Summer Vacation Open Campus TBD (To be determined around October)
	8	9	10	11	12	13	14	
	15	16	17	18	19	20	21	
	22	23	24	25	26	27	28	
9	5	6	7	8	9	10	11	9/21-30 New G30 Student Orientation 9/27 Fall Graduation Ceremony
	12	13	14	15	16	17	18	
	19 ^①	20	21	22	23 ^①	24	25	
	26	27	28	29	30			

Fall Semester

Month	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Events, etc.
10	3 ^①	4 ^①	5 ^①	6 ^①	7 ^①	8	9	10/1 Fall Entrance Ceremony 10/3-11/30 Fall Quarter 1 10/28 Earthquake Disaster Evacuation Drill
	10 ^①	11 ^②	12 ^②	13 ^②	14 ^②	15	16	
	17 ^②	18 ^③	19 ^③	20 ^③	21 ^③	22	23	
	24 ^③	25 ^④	26 ^④	27 ^④	28 ^④	29	30	
11	7 ^⑤	8 ^⑥	9 ^⑥	10 ^⑤	11 ^⑥	12	13	11/19 Make-up Class Day for Fall Quarter 1 11/29 Class Day for Fall Quarter 1 Thursday Classes
	14 ^⑥	15 ^⑦	16 ^⑦	17 ^⑥	18 ^⑦	19	20	
	21 ^⑦	22 ^⑧	23 ^⑧	24 ^⑦	25 ^⑧	26	27	
	28 ^⑧	29 ^⑧	30 ^⑧					
12	5 ^①	6 ^①	7 ^①	8 ^②	9 ^②	10	11	12/1-2/8 Fall Quarter 2 12/10 TOEFL ITP (Undergraduate:3rd-year) 12/17 TOEFL ITP (Undergraduate:1st-year, Part of the 3rd-year in the Department of Health Sciences, School of Medicine) 12/28-1/7 Winter Vacation
	12 ^②	13 ^②	14 ^②	15 ^③	16 ^③	17	18	
	19 ^③	20 ^③	21 ^③	22 ^④	23 ^④	24	25	
	26 ^④	27 ^④	28	29	30	31		
1	2 ^②	3	4	5	6	7	8	1/6 Criterion (Undergraduate:1st-year) 1/13 No Classes (Preparation for Common Test for University Admissions) 1/14-15 Common Test for University Admissions 1/10 Class Day for Fall Quarter 2 Friday Classes 1/21 Make-up Class Day for Fall Quarter 2
	9 ^②	10 ^⑤	11 ^④	12 ^⑤	13	14	15	
	16 ^⑤	17 ^⑤	18 ^⑤	19 ^⑥	20 ^⑥	21	22	
	23 ^⑥	24 ^⑥	25 ^⑥	26 ^⑦	27 ^⑦	28	29	
2	6 ^⑥	7 ^⑥	8 ^⑥	9	10	11	12	
	13	14	15	16	17	18	19	
	20	21	22	23	24	25	26	
	27	28						
3	6	7	8	9	10	11	12	3/27 Spring Graduation Ceremony
	13	14	15	16	17	18	19	
	20	21 ^①	22	23	24	25	26	
	27	28	29	30	31			

※ The circled numbers to the right of the date on the calendar indicate eight classes have been secured for each quarter.
Note that based on the decision by each department or instructor, there may be cases where the number of classes indicated by circled numbers will not be held accordingly.
(Classes may be held during applicable class hours or during 5th period, etc.)
In addition, the administration office response including office availability may vary by department when a make-up class day falls on Saturday, Sunday or a holiday.

※ The dates enclosed in squares represent make-up class days.

※ The dates enclosed in circles represent national holidays or substitute holidays.
[Spring Semester] Showa Day: APR 29/ Constitution Memorial Day: MAY 3/ Greenery Day: MAY 4
Children's Day: MAY 5/ Marine Day: JUL 18/ Mountain Day: AUG 11
Respect for the Aged Day: SEP 19/ Autumnal Equinox Day: SEP 23

[Fall Semester] Health-Sports Day: OCT 10/ Culture Day: NOV 3/ Labour Thanksgiving Day: NOV 23
New Year's Day: JAN 1/ Substitute Holiday: JAN 2/ Coming-of-age Day: JAN 9
National Foundation Day: FEB 11/ Autumnal Equinox Day: FEB 23/ Vernal Equinox Day: MAR 21

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I . Goals of Education

ILAS formulates educational courses aimed at realizing the following educational objectives:

- (a) To cultivate comprehensive decision-making and thinking abilities
Global Liberal Arts, Contemporary Liberal Arts, etc.
- (b) To foster students' initiative and desire to study
First Year Seminar, Problem/Project Based Learning Seminar, etc.
- (c) To cultivate communication skills that contribute to character development
Health and Sports Science, Language and Culture, etc.
- (d) To nurture an inquisitive mind and cultivate fundamental academic abilities that are required in all schools
Basic Courses in Humanities and Social Sciences, Basic Courses in Natural Sciences, etc.

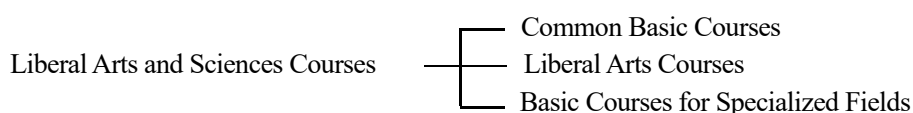
II . Aim of Liberal Arts and Sciences

Aiming to produce intellectual graduates with highly creative, independent personalities through university education, the Liberal Arts and Sciences program provides necessary education through different courses in a university-wide fashion.

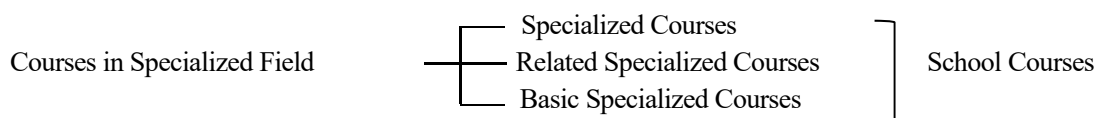
1. Course Category and Content

Liberal Arts and Sciences Courses at Nagoya University are divided into Common Basic Courses, Liberal Arts Courses, and Basics Courses for Specialized Fields in accordance with the philosophy and objectives of the program.

[Courses managed by ILAS (Institute of Liberal Arts and Sciences Administration) Office]



[Courses managed by individual Schools]



These courses are then further subdivided based on field, purpose, eligible students, and several other conditions. The category and their contents are shown in the following table.

Course Category		Content
Common Basic Courses		Courses in this category introduce the basic knowledge (general skills and the ability to identify and solve problems) that all students should acquire, regardless of their field of specialization. The purpose is to shift their learning attitude toward "independent and self-directed learning" and help them become "courageous intellectuals" who will build and lead a better future society.
Introduction to Skills for Academic Success		These courses introduce students to university, what it means to study at a university, and what kind of knowledge they need to make learning at a university fulfilling. They forge the core upon which they will develop the attitude to be an independent learner.
First Year Seminar		Through multifaceted intellectual training in a small-group seminar style, students learn the excitement of truth-seeking and cultivate the ability to research, think, write, and speak, which is essential for independent learning.
Language and Culture	English	These courses improve students' communication skills in English, the common language of the academic world and essential for being active in the international community. Thus, students open a window to the rest of the world.
	Second Foreign Languages	By studying foreign languages other than English, students increase understanding and develop an open mind towards a variety of different cultures. They build the foundation to use multiple foreign languages, which is essential for working together to build a better future society beyond national borders.
	Japanese	International students acquire basic skills for independent learning during their study in Japan by improving their Japanese language skills and deepening their understanding of Japanese culture and society.
Health and Sports Science	Lecture	These courses teach students about health and basic knowledge of lifelong sports and self-discipline.
	Practicum	By engaging in sports, students develop basic skills for lifelong sports communication skills, leadership and teamwork building skills.
Data Science		To master data analysis skills, which serve as a platform to create new value in society, students acquire basic knowledge and general analysis skills.
Liberal Arts Courses		As well-educated "courageous intellectuals", students use their specialized knowledge to solve problems facing human society and build a happy future. To achieve this goal, students acquire the following important qualities: "an open-minded attitude to different disciplines and cultures", "an interest in a broad range of knowledge that transcends disciplines", and "a perspective that relativizes oneself and one's field of specialty".
Global Liberal Arts		Encounters with foreign cultures serve as an opportunity for students to learn to recognize the diversity of values in the world and acquire knowledge of contemporary international relations and culture. Through these experiences, students build a foundation to grow into individuals who can play an active role in international society, with cultural and social tolerance and the ability to develop their own arguments.
Contemporary Liberal Arts		Recognizing the issues facing modern society, students develop interdisciplinary and comprehensive skills to analyze them. They also develop skills to understand the relationship between their field of study and other fields, so that they can recognize the role that specialized knowledge plays in society. They also acquire a perspective that relativizes their own specialized field. Courses are divided into three sub-categories:
<ul style="list-style-type: none"> • Humanities and Social Sciences • Natural Sciences 		

	•Interdisciplinary/ Integration of Arts and Sciences	Humanities and Social Sciences, Natural Sciences, and Interdisciplinary/Integration of Arts and Sciences. Each school determines from which sub-categories students should take the courses.
	Problem/Project Based Learning Seminar	In the 3rd and 4th years of their undergraduate program, students in different fields and academic years form interdisciplinary teams and share self-led experiences. They think and work together to identify and solve problems. By taking part in these activities, students acquire leadership and teamwork skills, openness toward different fields of study, and the ability to solve problems by cooperating with diverse people.

	Basic Courses for Specialized Fields	In these courses, students acquire the most basic knowledge and skills that will serve as a foundation to study specialized fields.
	Basic Courses in Humanities and Social Sciences	Students develop the foundation needed to study specialized fields in the humanities and social sciences by learning basic knowledge and skills.
	Basic Courses in Natural Sciences	Students develop the foundation needed to study specialized fields in the natural sciences by learning basic knowledge and skills.

III. How Courses Are Conducted

1. Academic Year and Semesters

The school year of International Programs at Nagoya University starts from October 1 and ends on September 30 of the next year. The year is divided into a Fall Semester (October 1 to March 31) and a Spring Semester (April 1 to September 30) and each semester consists of 15 weeks of instruction. For details of this semester’s schedule, see “Schedule for Liberal Arts and Sciences (Fall Semester, AY2022)” right after the cover.

It should be noted that these schedules may change for courses taught at specific schools due to circumstances affecting those schools only.

2. Terms

Because the duration of study is normally four years, this period is divided into eight semesters.

Starting with the academic year a student enrolls in, academic years are labeled in the following manner.

Roman numerals are used to denote terms.

Some courses are conducted on Semester basis, and some courses are conducted on Quarter basis. Each Semester consists of two Quarters; Fall Quarter 1 and Fall Quarter 2 for the Fall Semester, Spring Quarter 1 and Spring Quarter 2 for the Spring Semester.

First year				Second year				Third year				Fourth year			
Oct-March		Apr-Sept		Oct-March		Apr-Sept		Oct-March		Apr-Sept		Oct-March		Apr-Sept	
Fall Semester (Term G-I)		Spring Semester (Term G-II)		Fall Semester (Term G-III)		Spring Semester (Term G-IV)		Fall Semester (Term G-V)		Spring Semester (Term G-VI)		Fall Semester (Term G-VII)		Spring Semester (Term G-VIII)	
Q1	Q2	Q1	Q2	Q1	Q2	Q1	Q2	Q1	Q2	Q1	Q2	Q1	Q2	Q1	Q2

3. Student Holidays

Days on which classes are not held are called student holidays. Nagoya University student holidays are as follows. However, classes may be held on those days when necessary for educational reasons.

Regular student holidays:

<Short holidays>:

Weekends (Saturdays and Sundays), and National Holidays

<Long holidays>:

Summer vacation, Winter vacation, and Spring vacation

Special student holidays: Nagoya University Festival (Meidai-sai)

4. Class Times

At Nagoya University, classes normally continue for 90 minutes. However, classes for some courses such as physics labs, chemistry labs, and biology labs are 180 minutes long.

The time classes begin and end are given below. Classes are labeled in the following manner starting with the first class of the day. These times are fixed throughout the entire year. They apply to classes at all schools.

180 minutes classes continue across two normal class times.

8:45 to 10:15	10:30 to 12:00	13:00 to 14:30	14:45 to 16:15	16:30 to 18:00
1st period	2nd period	3rd period	4th period	5th period

5. Courses and Credit System

At Nagoya University, credits are used as a means of quantitatively measuring a student's study, and in order to complete each year's curriculum, the student must acquire the number of Liberal Arts and Sciences credits and school specialized course credits defined by standards established at each school.

Depending on the lesson style, courses can be categorized into the following types of courses.

Class Form (Style)	Details	For classes held once a week, the number of credits per semester	Course Category
Lecture	Classes revolving around tuition provided by the instructor.	90 minutes class (treated as 2 hours) x 8 weeks = 1.0 credits	Introduction to Skills for Academic Success
			Data Science (Lecture)
		90 minutes class (treated as 2 hours) x 15 weeks = 2.0 credits	Health and Sports Science: Lecture
			Global Liberal Arts
			Contemporary Liberal Arts
			Basic Courses in Humanities and Social Sciences
Basic Courses in Natural Sciences (not including lab work)			
Seminar	Classes principally comprising study undertaken at the initiative of students and which operate with limited class sizes.	90 minutes class (treated as 2 hours) x 8 weeks = 1.0 credits	Data Science (Exercise)
			First Year Seminar
		90 minutes class (treated as 2 hours) x 15 weeks = 1.0 or 2.0 credits	Language and Culture
			Parts of Global Liberal Arts
Practical Training	Classes that principally involve students participating in hands-on practical activities, examining items or materials, or practicing techniques or special procedures.	90 minutes class (treated as 2 hours) x 15 weeks = 1.0 credits	Health and Sports Science: Practicum
Experiments	Classes comprising lab work or the like.	180 minutes class (treated as 4 hours) x 15 weeks = 2.0 credits	Laboratory in Physics
			Laboratory in Chemistry
			Laboratory in Biology

6. Upper Limits on the Number of Registered Credits(Cap System)

Upper limits on the number of registered credits (cap system) are set with the aim of ensuring students have sufficient time to study by encouraging them to carefully select the courses they will study and the number of credits so that they can truly learn the course content and take appropriate courses in each academic year. Each School and Department sets upper limits on the number of credits students may register for courses per year or semester.

Students who have acquired their prescribed credits with an excellent academic record may register for courses in excess of the upper limits on the number of credits.

The upper limits on the number of registered credits, conditions for raising the limits, and other matters are determined by each School. For details, see the Student Handbooks for each School.

In principle, the following courses are not counted in the upper limits on the number of credits for course registration. (The handling of this may vary by School and Department.)

- Intensive courses
- Credit exchangeable courses of other universities (including overseas and online universities)
- Courses for foreign language proficiency test certificates
- Courses for which credits were already acquired before admission
- Special courses

IV. Registration Procedures and Course Enrollment

Please follow the procedures below for course registration.

You may register for courses targeted for your year or lower years, but you may not register for courses targeted for upper years. Consult with List of Credit Requirements for your major to decide which courses to register for.

* You are supposed to register only for courses you intend to take. Please avoid selecting unnecessary courses since this causes problems for other students.

1. Registration Procedures

You should select the courses to take (Liberal Arts and Sciences courses and school specialized courses) before the semester begins. First year students should register for courses between October 4 (Tue) and October 11 (Tue) in 2022, and those in 2nd and higher year should register for courses before the semester starts. Nagoya University portal (website) is used to do the registration. For more information, please read the manual “Course Registration Procedures” which is available on [NU Portal, ILAS tab](#).

Those who have not completed the registration are not eligible to attend the classes nor to take the examinations.

The registration procedures will not be completed until you confirm whether the registration has been done correctly or not on the website after entering the data.

On the screen of “Confirmation of Registered Course”, all courses that you will take should be displayed. If you find any mistakes in the registration, immediately contact the following office;

for Liberal Arts and Sciences Courses: the ILAS Office

for School Specialized Courses: the school you belong to

The following courses have a different registration procedure:

〈 First Year Seminar 〉

In Wednesday 2nd period, five courses of “First Year Seminar” are held for all programs. Please refer to each syllabus and choose your preference and fill out “First Year Seminar Preference Sheet” which is available on [NU Portal, ILAS tab](#). Submit it to the ILAS Office via email (kyoikuin@adm.nagoya-u.ac.jp) by **September 27 (Tue 17:00)**.

Each class has an enrollment limit, so you may not be able to take your preferred class. Classes will be determined considering your preferences and enrollment limit, and the result of the application will be posted on [NU Portal, ILAS tab](#) on **Monday, October 3**. Please check the result and make sure to **do registration via the website by October 11 (Tue) 13:00**.

Once the class is assigned, it cannot be changed.

〈 Language and Culture 〉

Please refer to the “V. Important Notes on Language and Culture Course Registration” on page 9 to register for Language and Culture courses. Also, be sure to read “Course Registration Procedures” carefully to register for the courses.

〈 Global Liberal Arts / Contemporary Liberal Arts 〉

Global Liberal Arts and Contemporary Liberal Arts are mainly for the second year. Taking CAP System (see III-6: Cap System) into consideration, in the first year, students are allowed to take these courses only if the number of registered credits is within the limit determined by your school.

• Content Courses Taught in Japanese (JMI Courses)

“Content Courses Taught in Japanese” are courses in “**Global Liberal Arts**” Course Category. They are general program courses taught in Japanese. If you earn credits by taking these courses, they will be included in required credits for graduation as “Global Liberal Arts” courses.

For details, please refer to “Course Registration Procedures” on the NU Portal, ILAS tab.

*In Fall Semester 2022, there are no “Content Courses Taught in Japanese”. From Spring Semester 2023, you will be able to take these courses.

AY 2017, Fall Semester
For G30 students enrolled in/before 2016

 **Course Registration Procedures** 

You can complete most of the registration procedures anywhere you are able to connect to the Internet.

REGISTRATION SCHEDULES

1. Course Registration
For the students enrolled in 2016 [The 3rd & 4th digits of the student number is "16"]
September 13 (Wed) 9:00 a.m. - 22 (Fri) 6:00 p.m., 2017

For the students enrolled in/before 2015
[The 3rd & 4th digits of the student number is "15" and fewer]
September 14 (Thu) 9:00 a.m. - 25 (Mon) 6:00 p.m., 2017

2. Registration Confirmation
September 28 (Thu) 9:00 a.m. - October 10 (Tue) 6:30 p.m., 2017

3. Registration Revision (additions and deletions)
October 2 (Mon) 9:00 a.m. - 10 (Tue) 6:30 p.m., 2017

*For only course addition, student should submit a "Registration Application Form" to the instructor during the first week of classes. Then, students register the additional course by his/herself via the website.

Course Registration must be completed during the designated period.
You are strongly recommended to finish registration by a day before
the deadline to avoid the busy network hour.

Registration Procedures URL: <https://portal.nagoya-u.ac.jp/>
Learning Management System -Student Manual- URL:
<http://web-honbu.jimu.nagoya-u.ac.jp/gakumu/gakumubu/student/e/index.htm>

- For Inquiries regarding the NU ID and PW:
Visit "Information Media Office", 4 floor of School of Engineering Building 7
/e-office@media.nagoya-u.ac.jp/ It may take two days to get a response.
- For Inquiries regarding web-based system for Nagoya University Portal:
Visit "Student Affairs Information Section"/gakumu-support@adm.nagoya-u.ac.jp

2. Course Enrollment Adjustments

Adjustments may be made for some courses while taking into consideration the capacity of the lecture rooms and laboratories.

- (1) Conditions such as targeted undergraduate school and grade are designated for each course. Courses are finalized after adjustments are made for those who meet these conditions. However, class size is limited and you may not be assigned to your selected course.
- (2) The registration and adjustment results can be confirmed on the “Confirmation of Registered Course” page on [NU Portal, ILAS tab](#).

3. Registration Confirmation

Check the registered courses via the NU Portal, “Confirmation of Registered Course” during the confirmation period from October 25 (Tue).

*How to Access: Login to the NU portal → Click “Student Affairs” tab → Click “Course registration and grading (schedule etc.)” → Click “Confirmation of Registered Course”, then you can see the registered courses.

If you find any mistakes on your registered courses, contact the office in charge via e-mail; for Liberal Arts and Sciences courses, contact the ILAS Office (kyoikuin@adm.nagoya-u.ac.jp) and for specialized courses, ask the Student Affairs Section in your school.

For details, please refer to “Course Registration Procedures” which is available on [NU Portal, ILAS tab](#).

4. Class Enrollment

- (1) You must attend every class in principle.
You may lose your right to attend the course or to take the exam if you are frequently absent during the semester.
- (2) Instructors evaluate out-of-class work in different ways.
Even if you attend every class, the same measures indicated in (1) above may be taken if you do not complete designated out-of-class work.

5. Credits for Redundant Courses

In principle, the credits earned will only be counted once towards the credits required for graduation even if you take the same course twice and pass the examination on both occasions.

6. Retaking Courses and Supplementing Credits

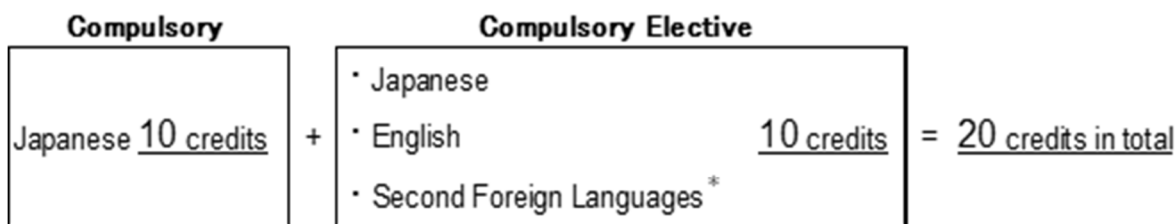
Those who receive an "Fail (F)" or "Withdrawal (W)" for a course may need to retake the course to make up for the lack of credits in order to meet the requirements for advancement or graduation set by each School. If you have insufficient numbers of credits, you can earn additional credits by taking a course targeted for lower year students from a particular category. You should be aware that it may be difficult to retake a course due to schedule conflict with other required courses.

V. Important Notes on Language and Culture Course Registration

1. Required Courses and Credits for Language and Culture Courses

Students decide the courses to be taken according to their Japanese language proficiency at the time of enrollment in consultation with the instructors in charge of the courses. Japanese Placement Test will be administered in the beginning of the semester to help in this selection.

< Compulsory/Compulsory Elective Courses for JACS, SSLaw, SSEcon Program >

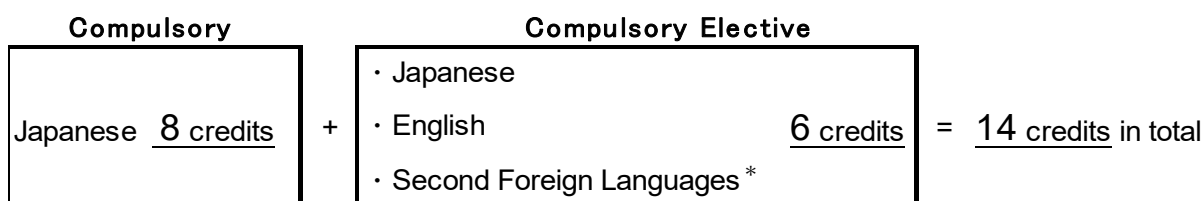


* Second Foreign Languages : German, French, Russian, Chinese, Spanish or Korean

* SSEcon students cannot choose their 1st language

You must take 10 credits as Compulsory Japanese courses, and the rest 10 credits should be taken from Compulsory Elective courses (Japanese, English or Second Foreign Languages.) Please be noted that SSEcon students cannot choose their 1st language. Also, Second Foreign Language courses will be held mixed with a lot of regular program students and taught in Japanese. If you take these courses, JLPT N1 level is recommended to have. If your current Japanese level is lower than N3 level, we strongly recommend to take Japanese or English courses rather than Second Foreign Language courses. In addition, if you choose a Second Foreign Language, you must obtain at least 4 credits in one of the following languages: German, French, Russian, Chinese, Spanish, and Korean. You are required to email your instructor in advance for permission to take the course.

< Compulsory/Compulsory Elective Courses for Sc, En, Ag program >



* Second Foreign Languages: German, French, Russian, Chinese, Spanish or Korean

You must take 8 credits as Compulsory Japanese courses, and the rest 6 credits should be taken from Compulsory Elective courses (Japanese, English or Second Foreign Languages) However, you must note that Second Foreign Language courses will be held mixed with a lot of regular program students and taught in Japanese. If you take these courses, JLPT N1 level is recommended to have. If your current Japanese level is lower than N3 level, we strongly recommend to take Japanese or English courses rather than Second Foreign Language courses. In addition, if you choose a Second Foreign Language, you must obtain at least 4 credits in one of the following languages: German, French, Russian, Chinese, Spanish, and Korean. You are required to email your instructor in advance for permission to take the course.

2. Recognition of Credits based on Proficiency Test Scores

The system's outline, application procedure for credit recognition, and other important details are described below. Please take the time to read this important information carefully.

(1) List of Language Proficiency Tests eligible for Credit Recognition and Recognized Credits

Students who achieve N2 or N1 level in the Japanese Language Proficiency Test (JLPT) will receive 6 credits as shown in the following table as Compulsory Courses in V-1. above.

Students who have been accredited must earn the remaining credits in Compulsory Courses.

Type of Proficiency Test	Level	Credits	Accredited Course Title
Japanese Language Proficiency Test (JLPT)	Level N1, Level N2	6 credits	Japanese 1 Japanese Notation 1 (Kanji 200)

* Credits will only be recognized based on the results of official and publicly offered tests.

* It is also possible to take 6 credits by taking Japanese language courses without applying for credit certification through the Japanese Language Proficiency Test (JLPT).

* Notes: Each school operates different rules regarding the counting of such grades towards graduation requirements. For more details, please inquire at your school.

- (a) Those who have already acquired the required number of Japanese-related credits for graduation specified by the school shall not earn credits under this system.
- (b) Credits awarded under this system shall be included in the maximum of 60 credits that may be recognized by Nagoya University. (See Article 23-2 of the Nagoya University General Rules)
- (c) The grade for the accredited courses will be "T". It is not subject to GPA calculation.
- (d) Japanese proficiency tests must have been taken or results must have been certified within two years from the application date.

3. Application for Recognition of Credits

Students who acquired a necessary grade or scores on a proficiency test and wish to have it recognized for Japanese course credits are required to submit an application for credit recognition along with an official grade or score certificate. Detail of the procedure will be posted on [NU Portal, ILAS tab](#).

Application period for Fall Semester AY 2022: October 3 (Mon) – October 7 (Fri), 2022.

As for the application for recognition of credits in the Term G-II, the details will be notified during the relevant Term.

4. Credit Awarding Process

Upon submission, your application will be reviewed by instructors in charge. No interview or oral examination is required at that time. When there is no problem on the application form, you can confirm the credits you obtained via the web ([NU Portal](#) → Student Affairs → Course registration and grading → “Grades Inquiry”) for the semester you applied.

5. After Having Been Awarded Credits

We encourage that students having been recognized those credits continue to study Japanese and other foreign languages regardless of the necessity of the credits for graduation requirements or advancement.

VI. Examinations and Grading

1. Examinations

It is important to note the following points regarding examinations for Liberal Arts and Sciences courses.

- (1) Final examinations are held at the end of each semester.
- (2) In principle, final examinations are written tests, however, in some cases you need to submit a paper, take an oral test, or report on an experiment instead of taking a written test.
- (3) You must place your student ID card on the desk when taking an examination.
- (4) You will not be allowed to enter the examination room if you are late for 20 minutes or more.
You are permitted to leave the examination room 30 minutes after the start of the examination, however, you are not allowed to leave the examination room from 5 minutes before the end of the exam.
Those who leave the examination room should do so quietly so as to minimize disturbance to other students.
- (5) The examination time is determined by a standard electric clock or the proctor's watch set to the standard electric clock.
- (6) Cheating is prohibited on examinations. The disciplinary measure against students cheating on exams are invalidation of ALL credits for courses taken that semester, etc.

2. Make-up Examinations

Make-up exams are conducted for students who could not take some or all of the exams due to illness, injury or other unavoidable reasons and wish to take it. Those who pass the make-up examination will receive a grade.

- (1) Students who unable to take a final examination immediately need to contact (by email or NUCT) the course instructor to notify them.
- (2) If you want to take a make-up examination, you need to make an application through NUCT with a document (a) or (b) below that prove a reason why you couldn't take the final examination.
 - (a) In case of illness or injury → a medical certificate written by a doctor
 - (b) In other cases → a document which verifies the reasons why the student could not take the exam
- (3) Permission to take make-up examinations will be given only when the request form is fully filled out and the reason is deemed to be justifiable.
- (4) The application period, date, time, and location of make-up examinations are announced on [NU Portal, ILAS tab](#).
- (5) There are no additional make-up examinations for those who are unable to take the make-up examination.

3. Repeat Examinations

Repeat examinations are for students who failed the courses listed in Table 1 in the final examinations or make-up examinations for that semester but meet certain requirements.

Those who have passed the repeat examinations will receive credits for that semester.

Repeat examinations are given in March and in August/September. At the end of the semester in which the course was conducted, you need to check a timetable for repeat examinations on [NU Portal, ILAS tab](#) since the timetable and classroom may be changed from the regular classes.

Those who have no evidence of having taken the course or those who were absent from the examination are not eligible to take the repeat examination.

- (1) Students meet the following two conditions are eligible to take the repeat examination. Their student numbers will be posted on [NU Portal, ILAS tab](#).
 - i) Those who failed the course (graded "F") which offers a repeat examination.
 - ii) Those who reach the requirements set by the Institute of Liberal Arts and Sciences.
- (2) The date, time, and location of repeat examinations will be posted on [NU Portal, ILAS tab](#).
- (3) Repeat examinations are 50 or 90 minutes long.
- (4) The grade for a repeat examination will be either "C-" or "F". Those who receive a "C-" will receive credits for that semester.
- (5) There is no make-up examination for those who were unable to take the repeat examination.
- (6) Re-repeat examinations will not to be conducted.

Table1. Courses for which the repeat examination are given

Basic Courses in Natural Sciences	Mathematics	Calculus I, Linear Algebra I, Calculus II, Linear Algebra II, Complex Analysis
	Physics	Fundamentals of Physics I, Fundamentals of Physics II, Fundamentals of Physics III
	Chemistry	Fundamentals of Chemistry I, Fundamentals of Chemistry II
	Biology	Fundamentals of Biology I, Fundamentals of Biology II
	Earth Science	Fundamentals of Earth Science I, Fundamentals of Earth Science II

4. Academic Misconducts

Cheating is representing someone else’s work as yours, including copying and pasting from internet sources, copying another student’s work, or copying from textbooks or other published sources without proper citation and reference.

Cheating in classes and examinations are NOT permitted. Don’t cheat on quizzes, reports and final examinations. According to “*Nagoya University Student Disciplinary Rules*”, students are subject to receive severe punishments (e.g. **expulsion**, **suspension**, or **warning** etc.) in the case of cheating and plagiarism during examinations. Plagiarism and cheating cause severe damage to your reputation and academic records.

If an academic misconduct has been identified, the student would lose all credits - for the course where the dishonest behavior was found, as well as all other courses - of that semester. In other words, you may have to repeat the whole academic year as a consequence.

-Definitions-

Plagiarism: Diversion of research details or passages of others without appropriate procedures

Fabrication: Falsification of data or experimental results

Manipulation: Improper expression of the details of research by adding operation to research samples, devices and/or research processes or by changing or omitting data or research outcomes.

Expulsion: Students are deprived of their status as a student

Suspension: Students are prohibited from attending university for a specified period of less than six months or for an indefinite period

Warning: Students are issued with a written caution and warned about their future conduct

Cheating is likely to occur when a final exam, report due date, or presentation of results is coming up, but students are not prepared enough for it. The desire to get a good grade or not to lose a credit leads to academic misconducts such as copying and pasting, cheating, and incomplete citations and references. You should be aware that cheating is neglect of duty as a student, and you are the one who suffers disadvantage.

Please bear in mind the following notes before taking classes /examinations.

- Items not permitted for the examination must not be placed on/in the desk or on the chair, and these items must be put into your bag and the bag must be closed and put on the floor.
- Use of wearable device and plastic sheets for notes (Shitajiki) are prohibited during examinations.
- You must turn off your mobile phone and put it into your bag.
- When you write a report, do not copy and paste from the Internet or other sources, and do not **plagiarize** anybody’s work.
- When you research or conduct an experiment, do not **fabricate** or **manipulate** data.

5. Grade Evaluation

(1) Grade Evaluation System

Grade evaluations will be under either a six-level evaluation system (A+, A, B, C, C-, F) or two-level evaluation system (P, NP). F or NP indicate that the course was not passed, and the student will receive no credit for the course.

[Grading Standards and Corresponding Letter Grades]

	Letter Grade	Pass/ No Pass	Grading Standards
Six-level evaluation standards	A+	Pass	Excellent performance demonstrating an excellent understanding of the subject matter, a foundation of extensive knowledge, and a skillful use of concepts and/or methods for accomplishing advanced tasks.
	A		Very good performance demonstrating an almost complete understanding of the subject matter, a foundation of knowledge, and an appropriate use of concepts and/or methods for accomplishing tasks.
	B		Good performance demonstrating a sufficient understanding of the subject matter and an ability to handle the problems and materials encountered in the subject.
	C		Adequate performance demonstrating a basic understanding of the subject matter, an ability to handle relatively simple problems, and adequate preparation for moving on to more advanced work in the field, but also demonstrating noticeable deficiencies.
	C-		Minimally acceptable performance demonstrating at least a partial understanding of the subject matter and some capacity to deal with simple problems, but also demonstrating deficiencies serious enough to make it inadvisable to proceed further in the field without additional work.
	F	No Pass	Failed to achieve minimally acceptable performance. This grade also signifies that the student must repeat the subject to receive credit.
Two-level evaluation standards	P	Pass	Passed. Passing grade for those courses designated as pass/fail courses for grading purposes.
	NP	No Pass	Not Passed. Failing grade for those courses designated as pass/fail courses for grading purposes.
Others	T	Pass	Transfer Credit. Credits transferred for courses taken at outside institutions or before enrollment.

	W	---	Withdrawal. Recorded when the student officially withdraws from the course or when the instructor has a legitimate reason for determining the student has no intention to continue the course (such as if the student did not turn in assignments or was absent from examinations). The instructor will not assign a grade.
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(2) Recording of Grades in Transcripts

On a transcript, completed courses that have been given a grade using the six-level evaluation system, two-level evaluation system, or given a T grade will be recorded. Courses given an F, NP or W grade will not be recorded.

On a course completion confirmation sheet, completed courses and courses from the semester in question where an F, NP or W grade was given will be recorded.

(3) Standard method for converting marks-out-of-100 to letter-based evaluation

In some courses, a grade evaluation will be made with a mark out of 100 and converted into a letter grade according to the six-level evaluation standards. The standard method in such case is as follows. However, depending on the courses this chart may not apply, so please refer to course registration guidelines and course syllabuses for each undergraduate/graduate school and the Institute of Liberal Arts and Sciences.

Letter Grade	A+	A	B	C	C-	F
Mark out of 100	95 or above	80 or above, but below 95	70 or above, but below 80	65 or above, but below 70	60 or above, but below 65	below 60

6. GPA System

Nagoya University employs a GPA (Grade Point Average) system based on the six-step scale: A+, A, B, C, C-, and F. According to the GPA system, a grade of “F” (Fail) results in 0 points and, lowers the student’s GPA; however, a grade of “W”(Absent) does not affect the GPA. Therefore, the difference between a grade assessment of “F” and “W” (Withdrawal) is significant as it strongly affects your GPA performance.

(1) Letter Grades and Corresponding Grade Points

Grade Points (numerical values given to each grade letter; hereinafter referred to as "GP") are converted as follows. GP is applicable only to undergraduate students, and not to graduate students. Accordingly, GPAs are only calculated for undergraduate students.

Letter Grade	A+	A	B	C	C-	F
GP	4.3	4.0	3.0	2.0	1.0	0

(2) GPA Types and Calculation Methods

There are two types of GPA: the GPA used as an indicator to show the state of learning and performance during the semester in question (hereinafter "Semester GPA"), and the GPA used as an indicator to show the state of learning and performance during the student's entire enrollment at the University (hereinafter "Cumulative GPA").

The formulae for calculating Semester GPA and Cumulative GPA are as follows. Calculated numbers shall be rounded to two decimal places.

$$\begin{aligned}
 & \text{Number of credits awarded at A+ for the semester} \times 4.3 \\
 & + \text{number of credits awarded at A for the semester} \times 4.0 \\
 & + \text{number of credits awarded at B for the semester} \times 3.0 \\
 & + \text{number of credits awarded at C for the semester} \times 2.0 \\
 & + \text{number of credits awarded at C- for the semester} \times 1.0 \\
 \text{Semester GPA} = & \frac{\text{Number of credits awarded at A+ for the semester} \\
 & + \text{number of credits awarded at A for the semester} \\
 & + \text{number of credits awarded at B for the semester} \\
 & + \text{number of credits awarded at C for the semester} \\
 & + \text{number of credits awarded at C- for the semester} \\
 & + \text{number of credits awarded at F for the semester}}{\text{Number of credits awarded at A+} \times 4.3 \\
 & + \text{number of credits awarded at A} \times 4.0 \\
 & + \text{number of credits awarded at B} \times 3.0 \\
 & + \text{number of credits awarded at C} \times 2.0 \\
 & + \text{number of credits awarded at C-} \times 1.0, \\
 & \text{during the student's entire enrollment at the University}} \\
 \text{Cumulative GPA} = & \frac{\text{Number of credits awarded at A+} \\
 & + \text{number of credits awarded at A} \\
 & + \text{number of credits awarded at B} \\
 & + \text{number of credits awarded at C} \\
 & + \text{number of credits awarded at C-} \\
 & + \text{number of credits awarded at F,} \\
 & \text{during the student's entire enrollment at the University}}
 \end{aligned}$$

(3) Courses Subject to GPA Calculation

- All courses included in graduation requirements are subject to GPA calculation.
- Courses that are unrelated to graduation requirements, such as optional courses and teacher-training courses, are not subject to GPA calculation.
- Courses receiving an evaluation of P, NP, T or W are not subject to GPA calculation.
- Handling of GPA in the Case of Retaken Courses
 - When a student retakes a course for which the student initially received an F grade and then receives an A+, A, B, C or C- grade, the initial F grade will be replaced by the new grade in the calculation for Cumulative GPA.
 - When a student retakes a course for which the student initially received an F grade and then receives another F grade, these F grades shall not be included multiple times in the calculation for Cumulative GPA.
 - When a student receives a T grade according to credit recognition based on the results of certification examination for a course for which the student initially received an F grade, the F grade is not included in the calculation for Cumulative GPA.
 - When a student has already received credits for a course but then retakes the course, the retaken course grade is not included in the GPA calculation.
 - The above procedures do not apply to courses that students are allowed to take multiple times.

(4) GPA Display

GPA is recorded on the end-of-semester course completion confirmation sheet in the form of Semester GPA and Cumulative GPA.

With regards to transcripts, GPAs will not be printed on transcripts printed out using the automatic certificate issuing machine. If you need your GPAs recorded on your transcript, please consult the Student Affairs Section at your undergraduate/graduate school.

7. Course Withdrawal System

In terms of protecting student rights, Nagoya University has course withdrawal system. This system is to notify responsible instructors of a student's intent to withdraw from a registered course. If you notify your intent for course withdrawal, you will be given "W" (Withdrawal) for the course.

In principle, the submission period is the end of November for Fall Semester and the end of May for Spring Semester; however, each course may have own deadline depending on the circumstances so please make sure to confirm the deadline with the instructor in charge of the course.

※For specialized courses, please contact your School. Be aware that the course withdrawal system may vary depending on each School.

8. Recognition of Previously Earned Credits

For those who graduated or withdrew from another university and have newly enrolled at Nagoya University for the freshmen year, the courses they took, and credits earned before enrolling in Nagoya University may be accepted by Nagoya University.

Recognition of credits from other universities is made on an individual basis. For the courses and the number of credits to be recognized, please refer to the Student Handbook for your school since it depends on each school. In order to have previously earned credits recognized, please follow the necessary procedures based on the instructions of the school after enrolling in the school. The following documents are necessary for the credit's recognition. It is recommended to obtain these documents in advance so that they can promptly be submitted.

(Documents to submit)

- (a) Transcripts and diploma (or certificate of withdrawal) for the university that you earned the credits at before enrolling in Nagoya University
- (b) Material such as course outline from the university that you graduated or withdrew from

(Where to submit)

Educational and Student Affairs Section of the school you are studying at (for the Humanities and Social Sciences schools, the particular school group of the Humanities and Social Sciences Educational Affairs Department; for the School of Engineering, the Educational Affairs Section of the Educational Affairs Division)

VII. Handling of Classes and Examinations Regarding Natural Disasters

You can get information from these sites below:

- Japan Meteorological Agency (JMA), Aichi

https://www.jma.go.jp/bosai/warning/#area_type=class20s&area_code=2310000&lang=en

- Disaster Management Office, Nagoya University

[22guide_Eng.pdf \(nagoya-u.ac.jp\)](#)

In the event of a typhoon, earthquake, or other natural disasters occurring or a warning of those has been issued, all classes and final examinations (including make-up and repeat examinations: referred to below as "classes") will be arranged as follows.

1. In the Event a Storm Warning Is Issued for Nagoya City due to a Typhoon

If a storm warning (*Bofu Keiho*) is issued for Nagoya City because of an approaching typhoon, classes scheduled to begin after the warning is issued are canceled. If the warning is subsequently lifted, classes are held as outlined in the table below.

<<Appended Table>>

Times when classes start after a storm warning has been lifted

Time when warning is lifted	Period when classes start
Before 6:45	From 1st Period
Between 6:45 and 11:00	From 3rd Period

<<Important Points>>

- (1) If you are already on campus when a storm warning is issued, return home before the situation becomes dangerous.
- (2) If you are on your way to campus when a storm warning is issued, return home.
- (3) If you are in the middle of a class when a strong wind warning is issued, return home immediately after the class ends.

2. In the Event of an Earthquake or/and Fire

If an earthquake or/and fire occurs during classes, stay calm, judge the scale of the earthquake or/and fire and the surrounding situation, and try to protect your own safety. When the university's Disaster Control Headquarters or ILAS order instructors to stop all classes and to evacuate immediately, please follow the instructions and evacuate to the designated evacuation area.

3. If a Nankai Megathrust Earthquake Alert is Issued

When a large scale earthquake (*Nankai Trough*) Information is issued during classes, please stop classes immediately and evacuate to a designated place or go home following instructions from the University Disaster Control Headquarters. If you are on the way to school, please stay at a safe place.

4. When Other Kind of Disasters Occur or a Disaster is Likely to Occur

When it is deemed difficult to hold classes for other reasons, the ILAS will decide whether to cancel classes. In such case, notices will be posted on [Nagoya University website\(nagoya-u.ac.jp\)](http://nagoya-u.ac.jp) and [NU Portal, ILAS tab](#).

5. Make-up Classes

When classes have been cancelled because of the circumstances described above, announcement of make-up classes will be uploaded on [NU Portal, ILAS tab](#).

VIII. Ways for Students to Access Information

Ways for students to access information such as notifications are as follows. Please check them frequently so as not to overlook information.

1. NU Portal (<https://portal.nagoya-u.ac.jp/>), ILAS tab

- 1) Course registration for Liberal Arts and Sciences courses
- 2) Classroom change
- 3) Regarding reports/examinations of Liberal Arts and Sciences courses
- 4) Other important notices

2. Nagoya University ILAS Official Twitter (mainly in Japanese)

This official twitter is aimed to send information from ILAS. We do not reply to questions on the twitter, so if you have any inquiries please contact us via email (kyoikuin@adm.nagoya-u.ac.jp).

https://twitter.com/NagoyaUniv_ilas (<https://www.ilas.nagoya-u.ac.jp/>→twitter)

Account name: @NagoyaUniv_ilas

ILAS official twitter announces following information:

- 1) Regarding Liberal Arts and Sciences courses (canceled classes, etc.)
- 2) Handling classes and examinations regarding natural disasters
- 3) Briefing sessions targeting mainly undergraduate 1st and 2nd grade students
- 4) Information on emergency

IX. Courses & Credits Required for Graduation or Advancement

The official duration of study at Nagoya University is four years (or six in the case of the Department of Medicine at the School of Medicine), and students normally graduate within this period by acquiring the required number of credits.

Several schools also operate advancement systems whereby students must obtain a specific number of credits for advancement to the next year (i.e., first to second, second to third, or third to fourth), being required to repeat the current academic year if you fail to do so. It should be noted that, separate from the above-mentioned official duration of study, the University also imposes a maximum duration of enrollment, at the end of which students will be expelled if they have not yet graduated. The duration of enrollment is twice the duration of study - for example, eight years for all students other than those of the Department of Medicine at the School of Medicine, and twelve years for students of that department.

Each school has its own policies regarding credit requirements for advancement or graduation and other aspects of curricula over the duration of study. In order to avoid serious errors when preparing your study plan, we recommend that you confirm in advance your school's graduation requirements, whether it operates an advancement system, and if it does, what requirements are imposed.

For reference, the following tables show each school's requirements in terms of credits for advancement and (or) graduation. Standards for courses in specialized fields depend on year of enrolment, department, and course. For details, refer to your school's Student Handbook.

(For AY 2022 Enrollees)

Graduation Requirements for Japan-in-Asia Cultural Studies (School of Humanities) Program

(1) Credits Required for Graduation

Course Category		Required Number of Credits	Course Requirements	
Liberal Arts and Sciences	Introduction to skills for academic success	1		
	First Year Seminar	2		
	Language and Culture	Japanese		10
		Japanese / English / Second Foreign Languages	10	Must earn a total of at least 10 credits from one or more Course Categories. For details, refer to V.(p.9).
	Health and Sports Sciences	Lecture	2	
		Practical	2	
	Data Science	Lecture	1	Data Science Exercise A can be taken as an Optional Course.
		Exercise	0	
	Global Liberal Arts Courses		2	4
	Contemporary Liberal Arts in Natural Sciences and Interdisciplinary/Integration of arts and sciences			
Problem/Project Based Learning Seminar				
Basic Courses in Humanities and Social Sciences		8		
Sub-total		40		
School Specialized Courses	Compulsory Elective Courses	32	Japan-in-Asia Cultural Studies Program courses only	
	Elective Courses	42	Non-Japan-in-Asia Cultural Studies Program courses allowed	
	Graduation Thesis	10		
	Sub-total	84		
Total		124		

(2) Required number of credits for advancement to the third grade

Course Category		Required Number of Credits	Course Requirements	
Liberal Arts and Sciences	Introduction to skills for academic success	1		
	First Year Seminar	2		
	Language and Culture	Japanese		10
		Japanese / English / Second Foreign Languages	10	Must earn a total of at least 10 credits from one or more Course Categories. For details, refer to V.(p.9).
	Health and Sports Sciences		4	
	Data Science	Lecture	1	
	Global Liberal Arts Courses		2	
	Contemporary Liberal Arts in Natural Sciences and Interdisciplinary/Integration of arts and sciences			
	Problem/Project Based Learning Seminar			
	Basic Courses in Humanities and Social Sciences		6	
Total		36		

(3) The upper limit on the number of credits that can be registered

The upper limit on the number of registered credits and the conditions for relaxing of the limit, etc. are decided by each school, so inquire at your school for details.

(For AY 2022 Enrollees)

Graduation Requirements for Social Sciences (School of Law) Program

(1) Credits Required for Graduation

Course Category		Required Number of Credits		Course Requirements		
Liberal Arts and Sciences	Introduction to skills for academic success		12~14			
	First Year Seminar					
	Data Science	Lecture				
	Basic Courses in Humanities and Social Sciences					
	Language and Culture	Japanese	10	28	Must earn a total of at least 10 credits from one or more Course Categories. For details, refer to V.(p.9).	
		Japanese / English / Second Foreign Languages	10			
	Health and Sports Sciences	Lecture				If taking a Data Science Course, Data Science Exercise A is required to be chosen. Must earn at least 2 credits from Contemporary Liberal Arts in Natural Sciences or Interdisciplinary/Integration of Arts and Sciences.
		Practical				
	Data Science	Exercise				
	Global Liberal Arts Courses					
Contemporary Liberal Arts in Natural Sciences and Interdisciplinary/Integration of arts and sciences		2				
Problem/Project Based Learning Seminar						
Sub-total		40~42				
School Specialized Courses	Specialized Courses	82~84				
	Related Specialized Courses					
	Basic Specialized Courses					
	Sub-total					
Total		124				

(2) The upper limit on the number of credits that can be registered

The upper limit on the number of registered credits and the conditions for relaxing of the limit, etc. are decided by each school, so inquire at your school for details.

(For AY 2022 Enrollees)

Graduation Requirements for Social Science (School of Economics) Program

(1) Credits Required for Graduation

Course Category		Required Number of Credits		Course Requirements	
Liberal Arts and Sciences	Common Basic Courses	Introduction to skills for academic success			
		First Year Seminar			
		Language and Culture	Japanese		10
			Japanese / English / Second Foreign Languages	10	Must earn a total of at least 10 credits from one or more Course Categories(except your 1st language). For details, refer to V.(p.9).
		Health and Sports Sciences	Lecture	2	
			Practium	2	
		Data Science	Lecture	1	
Exercise	1		Data Science Exercise A is required to be taken.		
Liberal Arts Courses	Global Liberal Arts Courses		4	Must earn a total of at least 4 credits, including 2 credits in Contemporary Liberal Arts in Natural Sciences and Interdisciplinary/Integration of arts and sciences.	
	Contemporary Liberal Arts in Natural Sciences and Interdisciplinary/Integration of arts and sciences				2
	Problem/Project Based Learning Seminar				
Basic Courses for Specialized Fields	Basic Courses in Humanities and Social Sciences		8		
Sub-total		41			
School Specialized Courses	Basic Specialized Courses		28	56	
	Specialized Courses (Compulsory)		8		
	Specialized Courses (Compulsory Electives)		24~		
	Related Specialized Courses		0~		
Sub-total		84			
Total		125			

(2) Required number of credits for advancement to the third grade

In order to take the mandatory Graduation Thesis Research course in their specialist field, students must have obtained a total of 84 credits or more, including 28 credits or more from academic fields that count towards graduation credit requirements as well as 56 credits from specialist field subjects (including 2 each from Seminar on Economics I and Seminar on Economics II) by the beginning of the year the student has enrolled to start their Graduation Thesis Research.

(3) The upper limit on the number of credits that can be registered

The upper limit on the number of registered credits and the conditions for relaxing of the limit, etc. are decided by each school, so inquire at your school for details.

(For AY 2022 Enrollees)

Graduation Requirements for Physics (School of Science) Program

(1) Credits Required for Graduation

Course Category		Required Number of Credits	Course Requirements		
Liberal Arts and Sciences	Introduction to skills for academic success	1	Must earn a total of at least 6 credits from one or more Course Categories. For details, refer to V.(p.9).		
	First Year Seminar	2			
	Language and Culture	Japanese		8	
		Japanese / English / Second Foreign Languages		6	
	Health and Sports Sciences	Lecture		2	
		Practical		2	
	Data Science	Lecture		1	
		Exercise		1	Data Science Exercise B is required to be taken.
	Global Liberal Arts Courses	2		4	Must earn a total of at least 4 credits, including 2 credits in Contemporary Liberal Arts in Humanities and Social Sciences and Interdisciplinary/Integration of arts and sciences.
	Contemporary Liberal Arts in Humanities and Social Sciences and Interdisciplinary/Integration of arts and sciences				
	Problem/Project Based Learning Seminar				
Basic Courses in Natural Sciences	20	Must earn a total of 6 credits or more in Calculus I and II ,Linear Algebra I and II and Complex Analysis . Must also earn a total of 6 credits in Fundamentals of Physics I and II and III and earn a total of 6 credits or more in Fundamentals of Chemistry I and II, Fundamentals of Biology I and II and Fundamentals of Earth Science I and II. Must earn a total of 2 credits or more in Laboratory in Physics, Laboratory in Chemistry and Laboratory in Biology.			
Sub-total	47				
School Specialized Courses	Specialized Courses	61~51			
	Related Specialized Courses	0			
	Basic Specialized Courses	22.5~32.5			
	Sub-total	83.5			
Total		130.5			

(2) Required number of credits for advancement

Decision for advancement to the next year	Course Categories and Required Number of Credits	Students unable to advance to the next year
At the end of the first year	Must have earned at least 20 credits by the end of the first year.	① Remain in the first year. ② Must take no longer than 5 years to complete their first year. [Duration of enrollment (8 years)] minus [second to fourth years (3 years)] ③ Students unable to advance to the next year within the 5-year limit stated in ② above will be expelled from the school.

(3) The upper limit on the number of credits that can be registered

The upper limit on the number of registered credits and the conditions for relaxing of the limit, etc. are decided by each school, so inquire at your school for details.

(For AY 2022 Enrollees)

Graduation Requirements for Chemistry (School of Science) Program

(1) Credits Required for Graduation

Course Category		Required Number of Credits	Course Requirements		
Liberal Arts and Sciences	Introduction to skills for academic success	1	Must earn a total of at least 6 credits from one or more Course Categories. For details, refer to V.(p.9).		
	First Year Seminar	2			
	Language and Culture	Japanese		8	
		Japanese / English / Second Foreign Languages		6	
	Health and Sports Sciences	Lecture	2	Data Science Exercise B is required to be taken.	
		Practical	2		
	Data Science	Lecture	1		
		Exercise	1		
	Global Liberal Arts Courses		4	Must earn a total of at least 4 credits, including 2 credits in Contemporary Liberal Arts in Humanities and Social Sciences and Interdisciplinary/Integration of arts and sciences.	
	Contemporary Liberal Arts in Humanities and Social Sciences and Interdisciplinary/Integration of arts and sciences				2
	Problem/Project Based Learning Seminar				
Basic Courses in Natural Sciences		20	Must earn a total of 18 credits or more in Calculus I and II, Linear Algebra I and II, Complex Analysis, Fundamentals of Physics I and II and III, Fundamentals of Chemistry I and II, Fundamentals of Biology I and II and Fundamentals of Earth Science I and II. Must also earn a total of 2 credits or more in Laboratory in Physics, Laboratory in Chemistry and Laboratory in Biology.		
Sub-total		47			
School Specialized Courses	Specialized Courses	40~44			
	Related Specialized Courses	0			
	Basic Specialized Courses	44~40			
	Sub-total	84			
Total		131			

(2) Required number of credits for advancement

Decision for advancement to the next year	Course Categories and Required Number of Credits	Students unable to advance to the next year
At the end of the first year	Must have earned at least 20 credits by the end of the first year.	① Remain in the first year. ② Must take no longer than 5 years to complete their first year. [Duration of enrollment (8 years)] minus [second to fourth years (3 years)] ③ Students unable to advance to the next year within the 5-year limit stated in ② above will be expelled from the school.

(3) The upper limit on the number of credits that can be registered

The upper limit on the number of registered credits and the conditions for relaxing of the limit, etc. are decided by each school, so inquire at your school for details.

(For AY 2022 Enrollees)

Graduation Requirements for Biological Sciences (School of Science) Program

(1) Credits Required for Graduation

Course Category		Required Number of Credits	Course Requirements	
Liberal Arts and Sciences	Introduction to skills for academic success	1		
	First Year Seminar	2		
	Language and Culture	Japanese		8
		Japanese / English / Second Foreign Languages	6	Must earn a total of at least 6 credits from one or more Course Categories. For details, refer to V.(p.9).
	Health and Sports Sciences	Lecture	2	
		Practical	2	
	Data Science	Lecture	1	
		Exercise	1	Data Science Exercise B is required to be taken.
	Global Liberal Arts Courses		2	4
	Contemporary Liberal Arts in Humanities and Social Sciences and Interdisciplinary/Integration of arts and sciences			
	Problem/Project Based Learning Seminar			
	Basic Courses in Natural Sciences		18	Must earn a total of 18 credits or more in Calculus I and II , Linear Algebra I and II , Complex Analysis, Fundamentals of Physics I and II and III, Fundamentals of Chemistry I and II, Fundamentals of Biology I and II and Fundamentals of Earth Science I and II. Must also earn a total of 2 credits or more in Laboratory in Physics, Laboratory in Chemistry and Laboratory in Biology.
Sub-total		45		
School Specialized Courses	Specialized Courses	60		
	Related Specialized Courses	0		
	Basic Specialized Courses	28		
	Sub-total	88		
Total		133		

(2) Required number of credits for advancement

Decision for advancement to the next year	Course Categories and Required Number of Credits	Students unable to advance to the next year
At the end of the first year	Must have earned at least 20 credits by the end of the first year.	① Remain in the first year. ② Must take no longer than 5 years to complete their first year. [Duration of enrollment (8 years)] minus [second to fourth years (3 years)] ③ Students unable to advance to the next year within the 5-year limit stated in ② above will be expelled from the school.

(3) The upper limit on the number of credits that can be registered

The upper limit on the number of registered credits and the conditions for relaxing of the limit, etc. are decided by each school, so inquire at your school for details.

(For AY 2022 Enrollees)

Graduation Requirements for Chemistry (School of Engineering) Programs

(1) Credits Required for Graduation

Course Category		Chemistry Program				
		Department of Chemistry and Biotechnology				
		Compulsory Courses	Compulsory Elective Courses	Elective Courses	Total	
School Specific Courses	Basic Specialized Courses	28		35	63	
	Course Credits	28		16	44	
	Required Number of Credits					
	Specialized Courses					
	Course Credits	8		20	28	
	Graduation Research	10		18	10	
	Required Number of Credits	18			36	
	Related Specialized Courses					
	Course Credits			6	6	
	Required Number of Credits			2	2	
Sub-total						
Course Credits	36		61	97		
Graduation Research	10			10		
Required Number of Credits	46		36	82		
Method of Completion		Compulsory Courses	at least 36 credits			
		Graduation Research	at least 10 credits			
		Elective Courses	at least 36 credits			
		Total	at least 82 credits			
Liberal Arts and Sciences	Introduction to Skills for Academic Success	1				
	First Year Seminar	2				
	Language and Culture	Japanese	8			
		Japanese / English / Second Foreign Languages	6	Must earn a total of at least 6 credits from one or more Course Categories. For details, refer to V.(p.9).		
	Health and Sports Sciences	Lecture	2			
		Practical				
	Data Science	Lecture	1			
		Exercise	1	Data Science Exercise B is required to be taken.		
	Global Liberal Arts		4			
	Contemporary Liberal Arts in Humanities and Social Sciences and Interdisciplinary/Integration of arts and sciences	2		Must earn a total of at least 4 credits, including 2 credits in Contemporary Liberal Arts in Humanities and Social Sciences and Interdisciplinary/Integration of Arts and Sciences.		
Problem/Project Based Learning Seminar						
Basic Courses in Natural Sciences	26	Mathematics: Must earn a total of at least 8 credits in Calculus I and II, Linear Algebra I and II and Complex Analysis. Physics: Must earn a total of 8 credits in Fundamentals of Physics I and II and III and Laboratory in Physics. Chemistry: Must earn a total of 6 credits in Fundamentals of Chemistry I and II and Laboratory in Chemistry. Biology: Must earn a total of 4 credits in Fundamentals of Biology I and II.				
Method of Completion		Total	at least 51 credits			
Required Number of Credits		at least 133 credits				

(2) Required number of credits for advancement

Decision for advancement to the next year	Course Category	Required Number of Credits	Conditions etc.
At completion of second year	Commom Basic Courses Liberal Arts Courses Basic Courses for Specialized Fields	40 credits	1. Commom Basic Courses Must earn a total of at least 12 "Language and Culture" credits from Japanese, English or Second Foreign Languages. ※Please note that if you choose Second Foreign Languages for Compulsory Elective(Japanese/ English/ Second Foreign Languages) credits, you must obtain at least 4 credits in each language from German, French, Russian, Chinese, Spanish, or Korean for graduation. 2. Basic Courses in Natural Sciences Must earn at least 18 credits from Basic Courses in Natural Sciences.

(3) The upper limit on the number of credits that can be registered

The upper limit on the number of registered credits and the conditions for relaxing of the limit, etc. are decided by each school, so inquire at your school for details.

(For AY 2022 Enrollees)

Graduation Requirements for Automotive Engineering (School of Engineering) Program

(1) Credits Required for Graduation

Course Category		Automotive Engineering Program							
		Department of Mechanical and Aerospace Engineering				Department of Electrical Engineering, Electronics, and Information Engineering			
		Compulsory Courses	Compulsory Elective Courses	Elective Courses	Total	Compulsory Courses	Compulsory Elective Courses	Elective Courses	Total
School Specific Courses	Basic Specialized Courses	34.5		12	46.5	36.5		12	48.5
	Course Credits	34.5		12	46.5	36.5		12	48.5
	Required Number of Credits	34.5		6	40.5	36.5		6	42.5
	Specialized Courses								
	Course Credits	11		38	49	16		32	48
	Graduation Research	10			10	10			10
	Required Number of Credits	21		22	43	26		17.5	43.5
	Related Specialized Courses								
	Course Credits			10	10			10	10
	Required Number of Credits			5	5			4	4
Sub-total									
Course Credits	45.5		60	105.5	52.5		54	106.5	
Graduation Research	10			10	10			10	
Required Number of Credits	55.5		33	88.5	62.5		27.5	90	
Method of Completion	Compulsory Courses Graduation Research Elective Courses Total			at least 45.5 credits at least 10 credits at least 33 credits at least 88.5 credits	Compulsory Courses Graduation Research Elective Courses Total			at least 52.5 credits at least 10 credits at least 27.5 credits at least 90 credits	
Liberal Arts and Sciences	Introduction to Skills for Academic Success	1							
	First Year Seminar	2							
	Language and Culture	Japanese		8		Must earn a total of at least 6 credits from one or more Course Categories. For details, refer to V.(p.9).			
		Japanese / English / Second Foreign Languages		6					
	Health and Sports Sciences	Lecture		2					
		Practical							
	Data Science	Lecture		1		Data Science Exercise B is required to be taken.			
		Exercise		1					
	Global Liberal Arts			4		Must earn a total of at least 4 credits, including 2 credits in Contemporary Liberal Arts in Humanities and Social Sciences and Interdisciplinary/Integration of Arts and Sciences. ※Please note that if you choose Second Foreign Languages for Compulsory Elective credits, you must obtain at least 4 credits in each language from German, French, Russian, Chinese, Spanish, and Korean for graduation.			
	Contemporary Liberal Arts in Humanities and Social Sciences and Interdisciplinary/Integration of arts and sciences	2							
Problem/Project Based Learning Seminar									
Basic Courses in Natural Sciences	22		Mathematics: Must earn a total of 10 credits in Calculus I and II, Linear Algebra I and II and Complex Analysis. Physics: Must earn a total of 8 credits in Fundamentals of Physics I and II and III and Laboratory in Physics. Chemistry: Must earn a total of 4 credits in Fundamentals of Chemistry I and II.						
Method of Completion	Total	at least 47 credits			Total	at least 47 credits			
Required Number of Credits		at least 135.5 credits						at least 137 credits	

(2) Required number of credits for advancement

Decision for advancement to the next year	Course Category	Required Number of Credits	Conditions etc.
At completion of second year	Common Basic Courses Liberal Arts Courses Basic Courses for Specialized Fields	40 credits	<p>1. Common Basic Courses Must earn a total of at least 12 "Language and Culture" credits from Japanese, English or Second Foreign Languages. ※Please note that if you choose Second Foreign Languages for Compulsory Elective(Japanese/ English/ Second Foreign Languages) credits, you must obtain at least 4 credits in each language from German, French, Russian, Chinese, Spanish, or Korean for graduation.</p> <p>2. Basic Courses in Natural Sciences Must earn at least 18 credits from Basic Courses in Natural Sciences.</p>

(3) The upper limit on the number of credits that can be registered

The upper limit on the number of registered credits and the conditions for relaxing of the limit, etc. are decided by each school, so inquire at your school for details.

(For AY 2022 Enrollees)

Graduation Requirements for Biological Sciences (School of Agricultural Sciences) Program

(1) Credits Required for Graduation

Course Category		Required Number of Credits	Course Requirements	
Liberal Arts and Sciences	Introduction to skills for academic success		1	
	First Year Seminar		2	
	Language and Culture	Japanese	8	
		Japanese / English / Second Foreign Languages	6	Must earn a total of at least 6 credits from one or more Course Categories. For details, refer to V.(p.9).
	Health and Sports Sciences	Lecture	2	
		Practical	2	
	Data Science	Lecture	1	
		Exercise	1	Choose from Data Science Exercise A or Data Science Exercise B(Python Course).
	Global Liberal Arts Courses		2	4
	Contemporary Liberal Arts in Humanities and Social Sciences and Interdisciplinary/Integration of arts and sciences			
	Problem/Project Based Learning Seminar			
Basic Courses in Natural Sciences		20	Must earn a total of at least 18 basic courses in natural sciences credits in Calculus I and II, Linear Algebra I and II, Complex Analysis, Fundamentals of Physics I and II and III, Fundamentals of Chemistry I and II, Fundamentals of Biology I and II, Fundamentals of Earth Science I and II and Laboratory in Physics, Laboratory in Chemistry, Laboratory in Biology, including a total of at least 2 credits in Laboratory courses.	
Sub-total		47		
School Specialized Courses	Specialized Courses		72	Must earn at least 42 credits in mandatory and 30 credits in elective Specialty Subjects. The details of compulsory courses on each subjects are as follows. (Compulsory Courses) ⊕Bioagricultural Science Course: Genetics I, II (2), Physiology and Developmental Biology(2), Biochemistry III(2) ,Cell Biology III (2) + Agricultral Sciences School : Bioagricultural Science Laboratory(10), + Introductory Seminar on the Major(2) + Graduation Research in Bioscience(20) (Compulsory Elective Courses) Must earn a total of 30 credits or more in courses which starts in second and third year.
	Basic Specialized Courses		16	Must earn at least 8 credits or more in mandatory and 8 credits in elective Basic Specialty Subjects.
	Sub-total		88	
Total		135		

(2) Required number of credits for advancement

Decision for advancement to the next year	Course Categories and Required Number of Credits	Students unable to advance to the next year
At completion of second year	Must have earned at least 70 credits upon the completion of second year. However, 41 or more Liberal Arts and Sciences course credits are included among the 70 credits.	① Staying in second year ② Students must take no longer than 6 years to complete their second year. (Duration of enrollment (8 years) – third to fourth year (2 years)) ③ Students who are unable to advance to the next year within the 6 year limit stated in above (2) will be withdrawn from studies.

At completion of third year	Must have obtained at least 110 credits upon the completion of third year. This must include a total of 14 credits in Language and Culture, 16 credits in Basic Specialized Courses, and 10 credits in Research Methods in Applied Biosciences.	① Stay in third year ② Students must take no longer than 7 years to complete the third year. (Duration of enrollment (8 years): fourth year (1 year)) ③ Students who are unable to advance to the next year within the 7-year limit stated above ② will be withdrawn from register.
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Note: The 110 credits outlined here were totaled, from credits earned for advancement to the next year, with the maximum number of required credits by course category for the graduation credit requirements outlined in (1). Credits exceeding this amount will not be counted towards the required 110 credits.

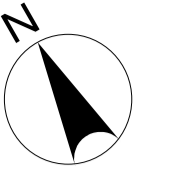
[Doubling up of courses]

In principal, even if a student takes the same course twice and passes the examination on both occasions, credits for only one of the courses will count towards graduation credit requirements.

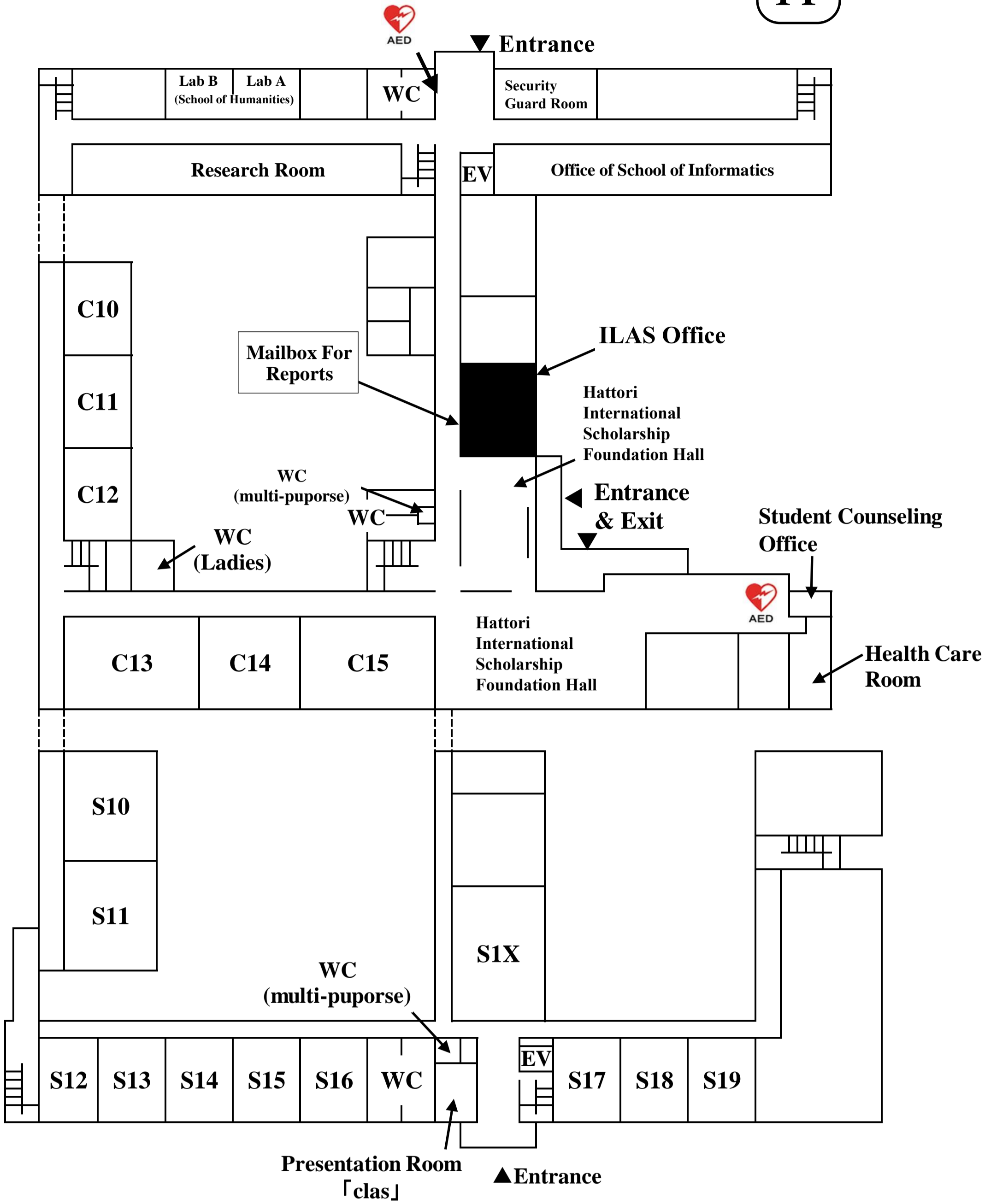
(3) The upper limit on the number of credits that can be registered

The upper limit on the number of registered credits and the conditions for relaxing of the limit, etc. are decided by each school, so inquire at your school for details.

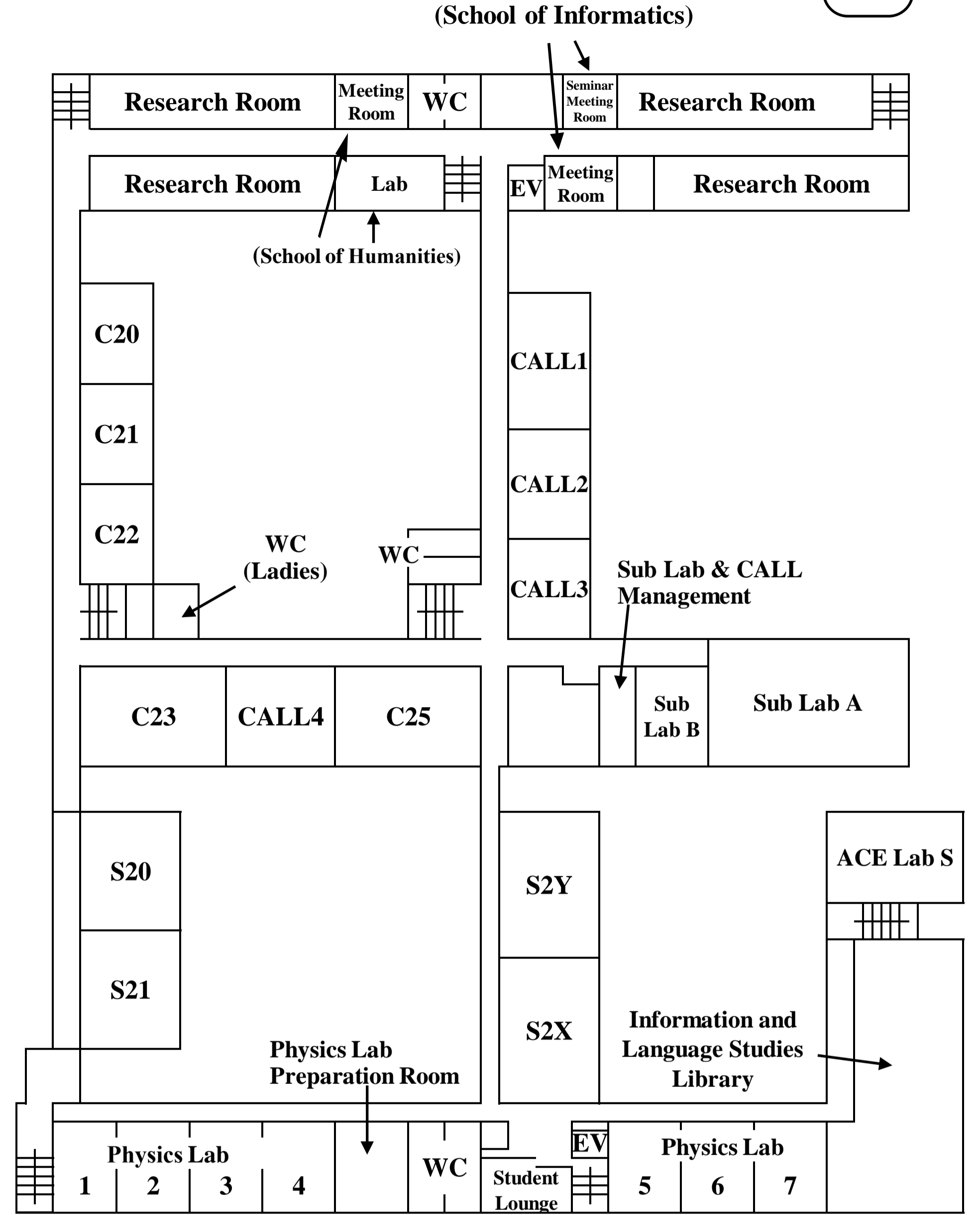
< Liberal Arts and Sciences Main Building (School of Informatics) >



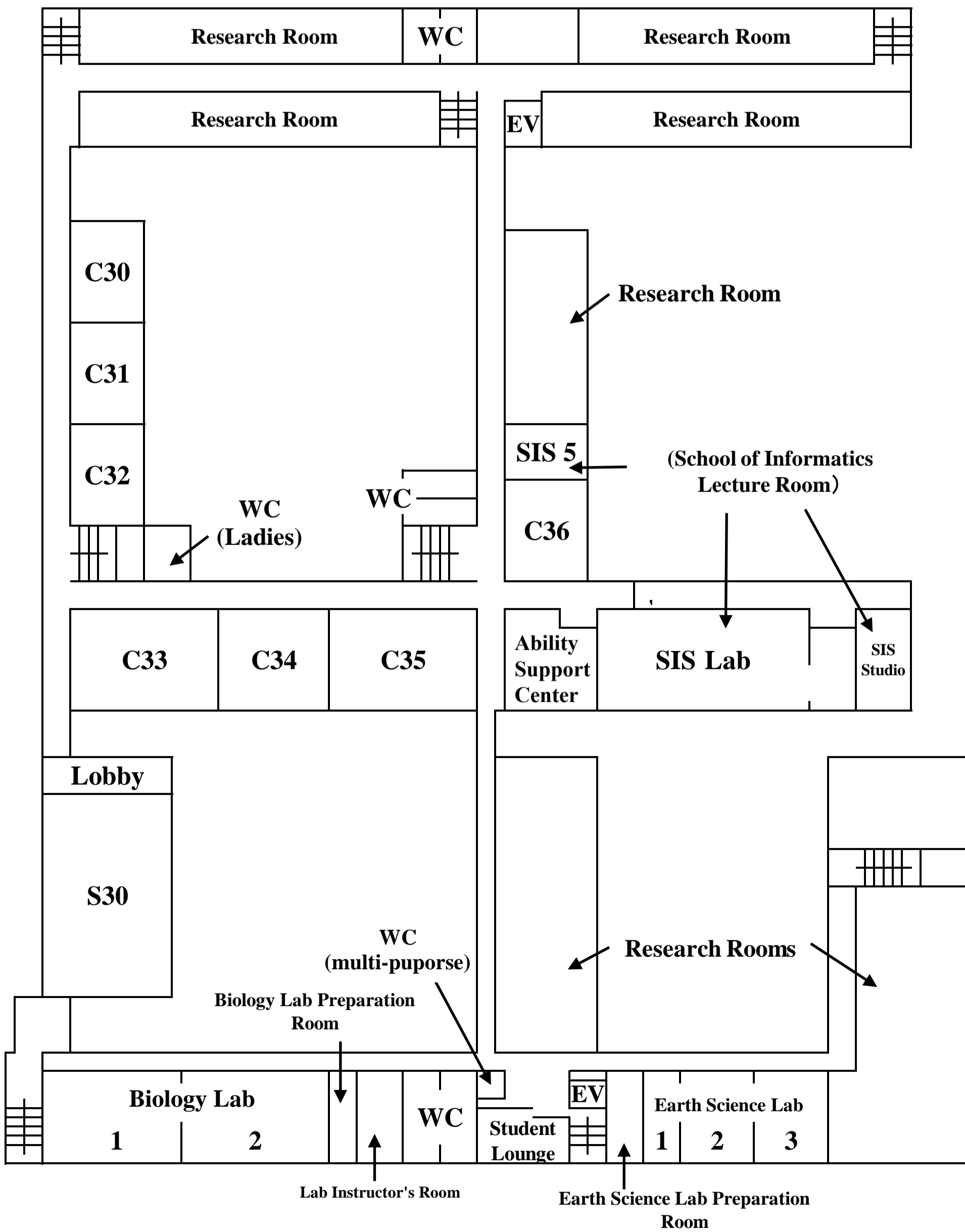
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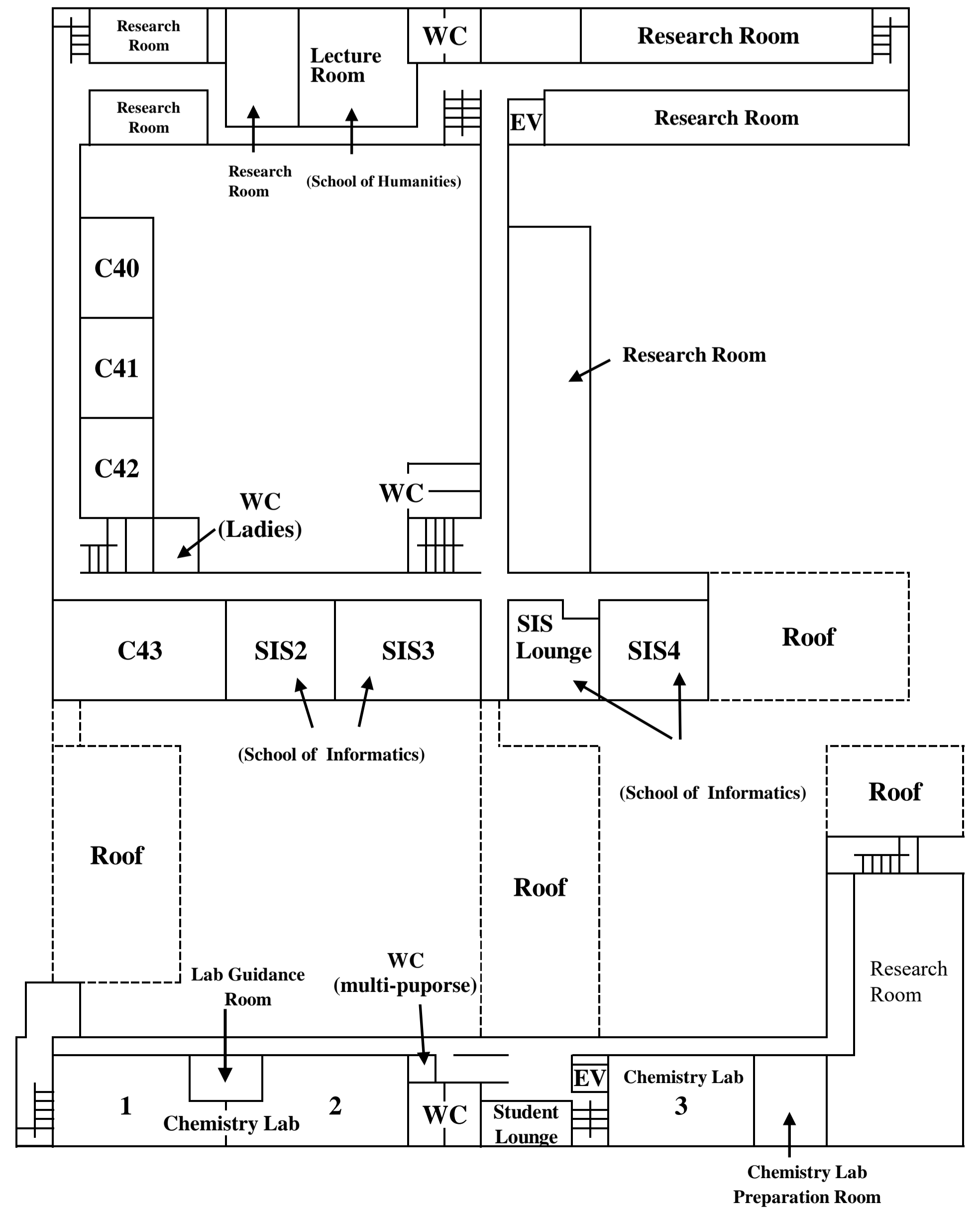
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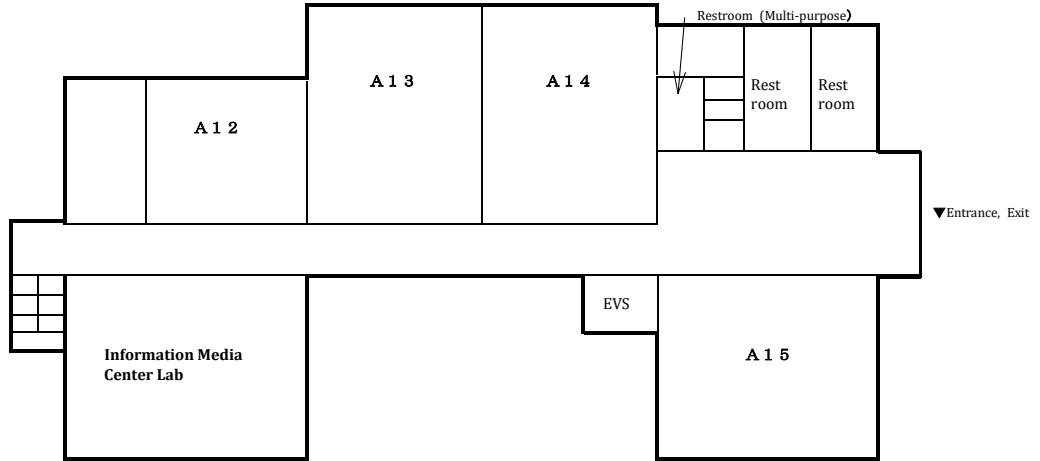


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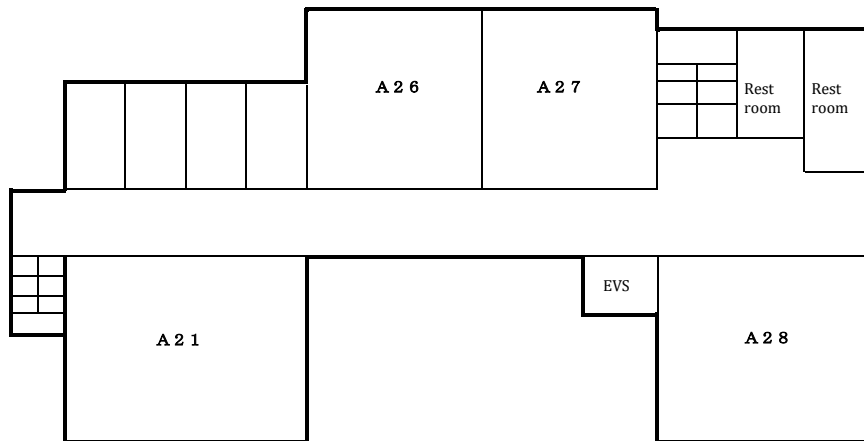


<Liberal Arts and Sciences Building A>

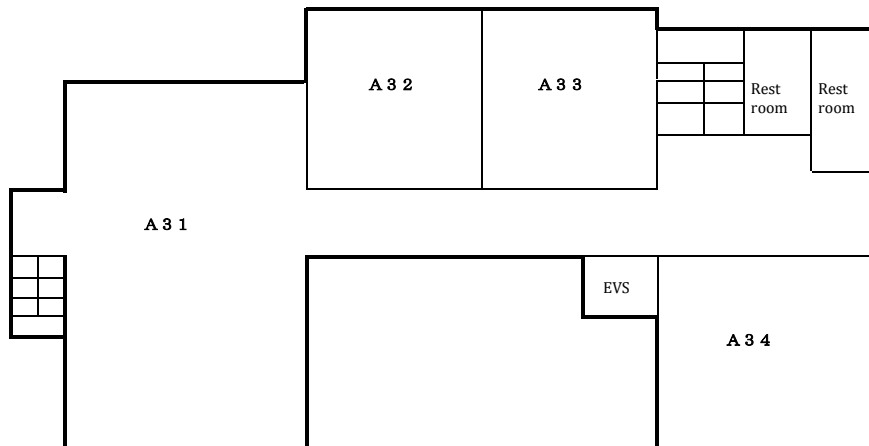
1 F



2 F



3 F

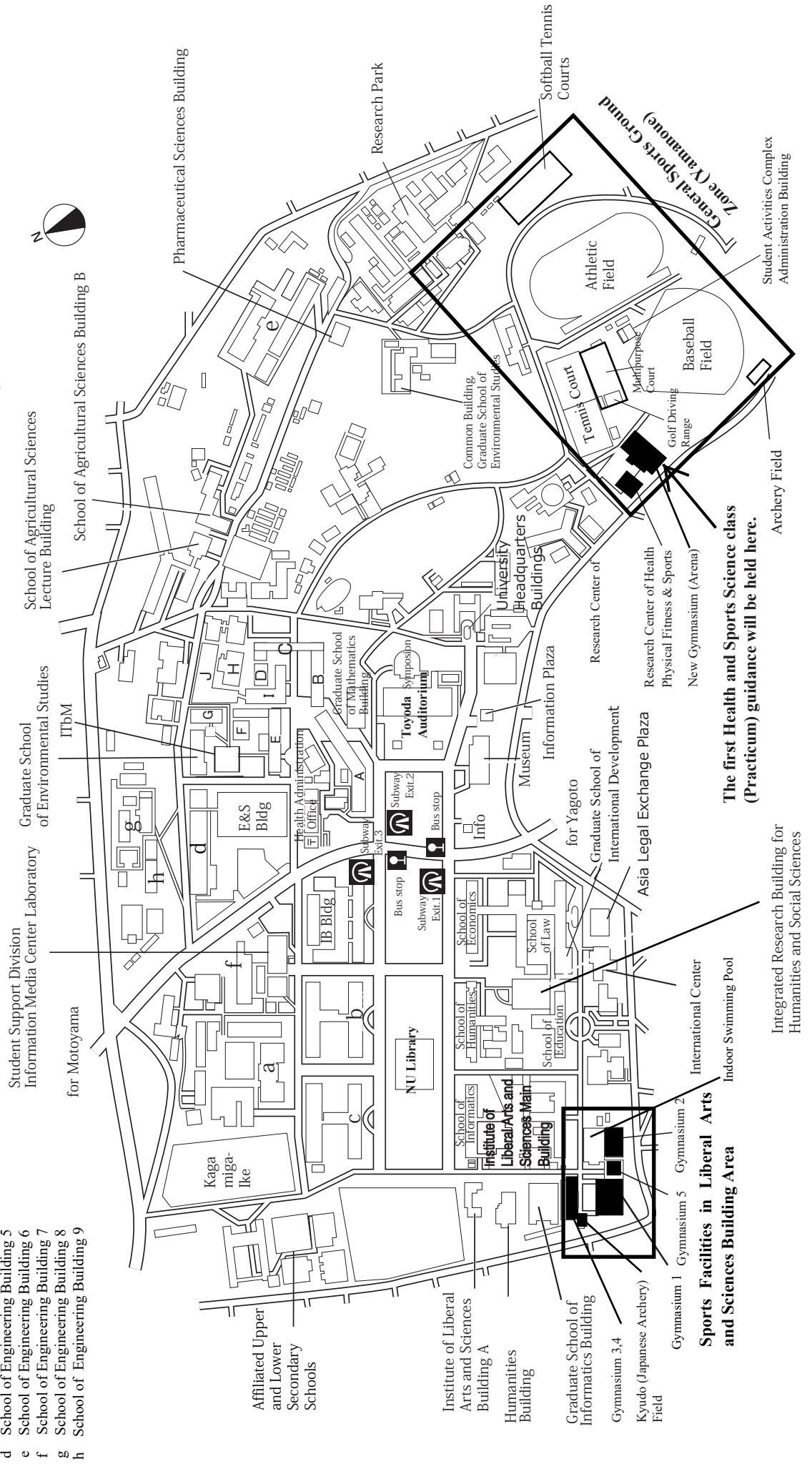


Exercise Facilities Map

- A School of Science Building A
- B School of Science Building B
- C School of Science Building C
- D School of Science Building D
- E School of Science Building E
- F School of Science Building F
- G School of Science Building G
- H Science Hall
- I Science South Building
- J Science and Agricultural Building

- A School of Science Building A
- B School of Science Building B
- C School of Science Building C
- D School of Science Building D
- E School of Science Building E
- F School of Science Building F

- a School of Engineering Building 1
- b School of Engineering Building 2
- c School of Engineering Building 3
- d School of Engineering Building 5
- e School of Engineering Building 6
- f School of Engineering Building 7
- g School of Engineering Building 8
- h School of Engineering Building 9

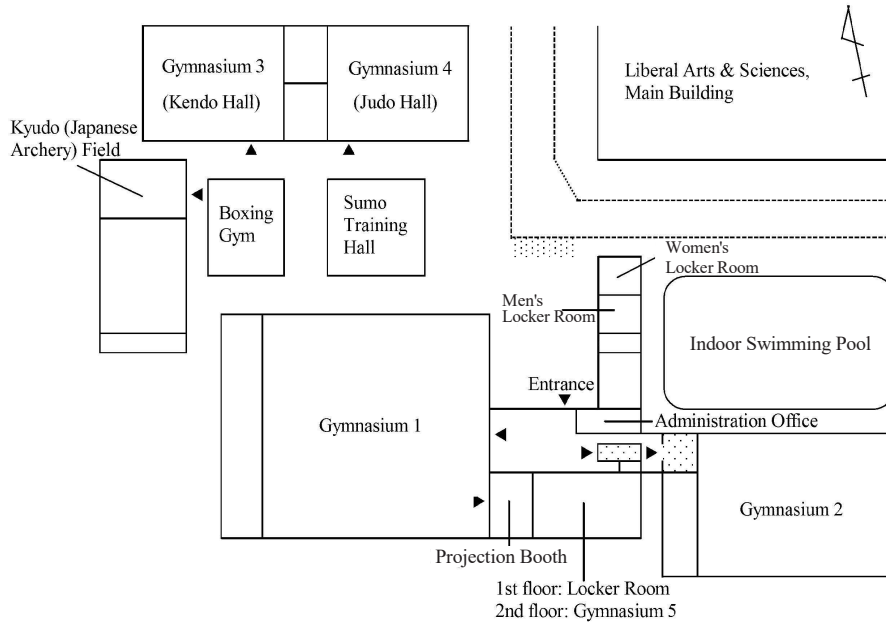


The first Health and Sports Science class (Practicum) guidance will be held here.

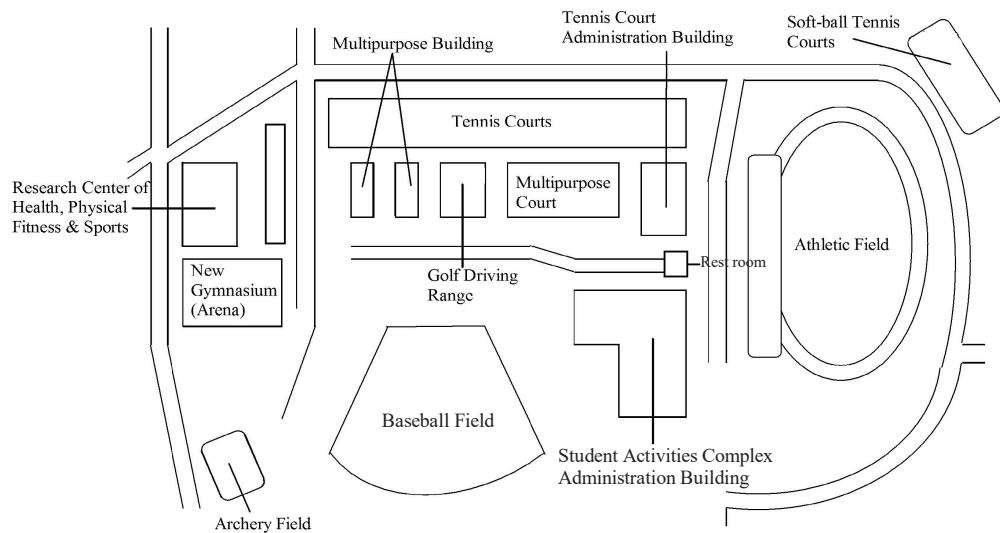
Sports Facilities in Liberal Arts and Sciences Building Area

Integrated Research Building for Humanities and Social Sciences

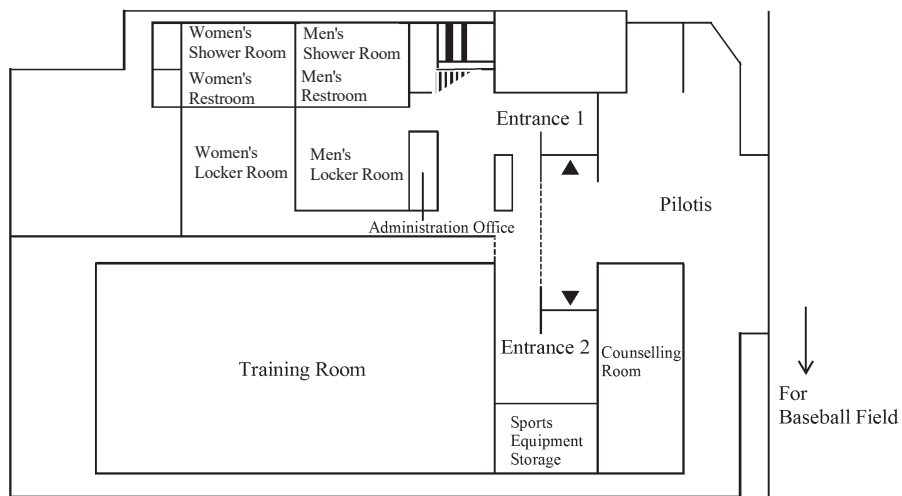
<Sports Facilities in Liberal Arts and Sciences Building Area>



<Gymnasium in General Sports Ground Zone(Yamanoue)>



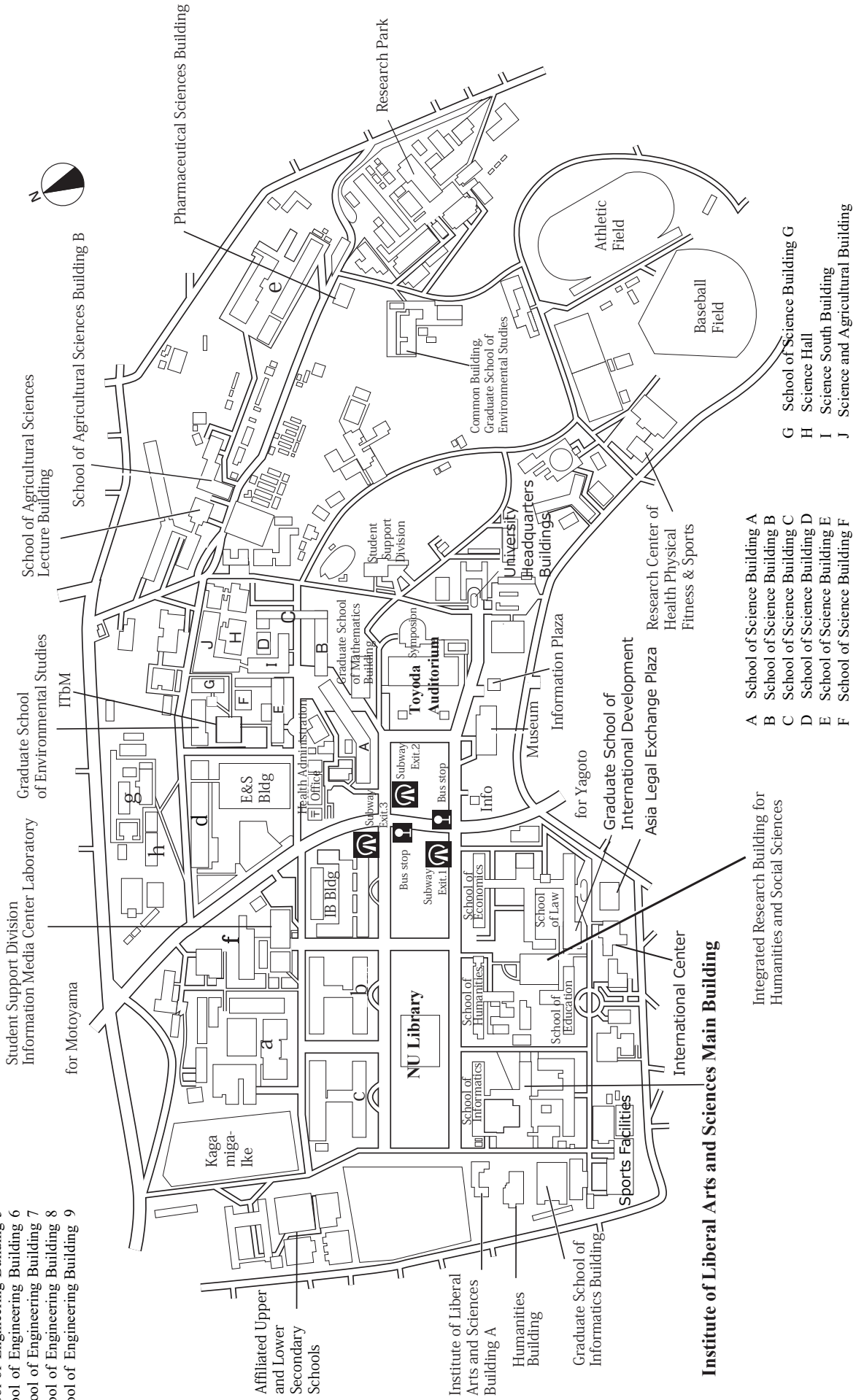
<New Gymnasium (Arena) in General Sports Ground Zone(Yamanoue)>



1st floor, New Gymnasium

Campus Map Higashiyama Campus

- a School of Engineering Building 1
- b School of Engineering Building 2
- c School of Engineering Building 3
- d School of Engineering Building 5
- e School of Engineering Building 6
- f School of Engineering Building 7
- g School of Engineering Building 8
- h School of Engineering Building 9



- A School of Science Building A
- B School of Science Building B
- C School of Science Building C
- D School of Science Building D
- E School of Science Building E
- F School of Science Building F
- G School of Science Building G
- H Science Hall
- I Science South Building
- J Science and Agricultural Building

INSTITUTE OF LIBERAL ARTS AND SCIENCES MAJOR EARTHQUAKE RESPONSE MANUAL

The Institute of Liberal Arts and Sciences carries out Emergency Drills throughout the year.

In case a major earthquake occurs in the Tokai region in the near future, it will be essential that more than 2000 students who are taking classes in the Liberal Arts and Sciences Building evacuate quickly and safely to the outside.

In preparation for earthquakes and unforeseen disasters, the Institute of Liberal Arts and Sciences wishes students and staff to remain calm and act appropriately in emergency situations and to respond safely and quickly during evacuation; with this aim in mind, disaster preparedness, evacuation and guidance drills are carried out in the Liberal Arts and Sciences Building throughout the year.

We kindly ask for your understanding and continued cooperation in the drills.

Director of the Institute of Liberal Arts and Sciences

Register your email address for emergency contact on the Nagoya University Portal!

Nagoya University Safety Confirmation System

In times of disaster, inform the University of your safety information! If a disaster occurs, you will receive an email at your registered address. Follow the instructions to enter your safety status and send a reply.

《Nagoya University Emergency Earthquake Early Warning System》

When a magnitude **5 earthquake or above** is predicted at the Higashiyama Campus, a warning will be issued several seconds before violent tremors occur.

Emergency Earthquake Early Warning

A message will be broadcast.

- Following the sound of the NHK chimes, you will hear the instruction "**Mi no anzen wo kakuho shite kudasai (ensure your safety)**".



When you hear an Emergency Earthquake Early Warning

There will not be much time before violent tremors begin. Stay away from objects that could easily break or collapse, and seek adequate shelter and protection with the minimum of fuss.

Extinguish Fires

Keep Exits Clear

Safe Position

(Classroom) If desks and chairs are fixed to the floor, remain in your seat and hold on to our desk. If they are not fixed, protect your head.

(Stairs) Go to a landing and adopt a safe position.



No earthquake occurs

There may be an occasion when no earthquake occurs even after a warning. Even when you suspect a false alarm, please follow media information, and **remain vigilant until a formal announcement is made.**

An earthquake occurs

"Initial Response Manual
for Earthquakes"

- Continued on Next Page -

Initial Response Manual for Earthquakes (Liberal Arts and Sciences Building)

When an earthquake occurs

1. Protect Yourself First!

Protect your head from falling objects with bags, books, etc., and wait quietly for the tremors to die down.

2. Keep the Emergency Exits Clear!

If there is time, open the exit door and ensure that corridors are clear.

3. Quickly Extinguish Any Fires!

When using a flame during an experiment, etc., put it out. Move away from any chemicals.



1-2 minutes after earthquake occurs (once tremors have died down)

1. Check if Everyone in the Room is Safe!

Confirm that no-one is trapped under shelves, etc.
Check whether anyone is injured.

2. Check the Building Conditions!

Check whether the building is not leaning over, and whether the walls are not cracked or crumbling.

3. Turn Off Any Laboratory Equipment!

4. Check for Fires!

If a fire has broken out, stay calm and start extinguishing it at its early stage while maintaining your own safety.



3 minutes after earthquake occurs

1. Help People in the Neighboring Classrooms!

Confirm that no-one is trapped under shelves, etc. in other rooms.

2. Beware of Aftershocks!

Depending on building conditions, there may be a danger of collapse in an aftershock. In such a case, evacuate to the designated evacuation area.

If evacuation is necessary

If an evacuation is deemed necessary due to the state of the building, **instructions will be given via internal broadcast**; there may also be other circumstances in which instructors will consider it necessary to evacuate.

Evacuation

Evacuate **according to the instructor's directions**.

Customarily **be aware of routes from your classroom to the emergency exit**.

1. Evacuate calmly.
2. **Provide priority support to people with special needs.**
✂ It is important to familiarize you and others with the evacuation method of wheelchair users.
3. Leave large possessions behind when you evacuate.
4. **Do not use elevators.**
5. **Try not to halt** during evacuation.
6. Keep the "**Four Don'ts**" in mind:

Don't **push**, Don't **run**, Don't **talk**, Don't **go back**



Check (instructor's responsibility)

1. Ensure that everyone has evacuated the classroom.
2. Check the evacuation status of neighboring classrooms.
3. Check toilet rooms.

Guide students to the designated disaster evacuation area

Temporary refuge

1. Once outside, students should wait at **their designated disaster evacuation area**.
2. Do not return to the classroom until safety is secured.
3. Aftershocks may cause external walls and other objects to fall. Stay a sufficient distance from buildings.
4. Follow guidance/instructions from the University.