

Transfer to the College of International Management (APM)

(1) Graduation Requirements

If an applicant transfers into APM in their third year, they must fulfill the following requirements in order to graduate:

- Earn a total of at least 124 credits (including credits transferred to APU).
- Earn the required number of credits for each subject field
- Earn credits for all APM required subjects

(2) Types of Courses and Classes Per Week

At APU courses are held on a quarter or semester basis, and most are worth 2 credits each. Quarter courses are held over 2 months, and semester courses are held over 4 months. Quarter-basis course lectures are held 2 times per week, while semester-basis course lectures are held once a week. Language courses have twice the amount of course lectures than regular subjects do.

(3) Maximum Credit Registration Limits

APU sets a maximum number of credits that can be registered per semester, so it is necessary for applicants to carefully plan their studies in order to graduate in 2 years.

The maximum number of credits that can be registered each semester are shown below:

5 th Semester	6 th Semester	7 th Semester	8 th Semester
20 credits	20 credits	24 credits	24 credits

(4) Time for Other Activities

When planning out a study schedule, applicants should also consider the time they will need to spend on part-time jobs, clubs, job hunting, etc. Those applicants who are considering working in Japan after graduation in particular should allow enough time between their 6th and 8th semesters for job hunting activities.

(5) Language Education Subjects

As third year transfer students are exempted from language requirements (Japanese for English-basis students; English for Japanese-basis students) there is no need for you to take required language subjects after enrolling at APU. However, if you wish to work in Japan after graduation, you might choose to register for these subjects although language courses take twice as many class hours to earn credits compared to a regular lecture courses. Therefore, if you were only able to transfer few major education subject credits but still wish to register for a language subject, it may be difficult to graduate in 2 years. Regardless of the number of transferred credits, if you wish to take language subjects, it may be better to consider transferring as a second year student rather than as a third year

student.

(6) Registering for APM Required Subjects

Applicants who enroll to APU as APM students are required to complete 11 APM required subjects (22 credits) before graduation. Of those 11 subjects, 10 are registered automatically by the university for students depending on their semester. It is necessary to take this into consideration along with the maximum credit limits for each semester when planning out a course of study.

The courses which are registered by the university in each semester are shown below;

5th Semester	6th Semester	7th Semester
Intro to Management Intro to Economics Accounting I Intro to Marketing	Finance Organizational Behavior Production Management Business Law Business Ethics	Global Management

Students who transfer in to APM from AACSB · EQUIS · EPAS · AMBA accredited schools may have credits transferred under these subject names and thus may not be required to take them at APU after enrollment.

(7) Credit Transfer

- Third year transfer students may transfer up to 62 credits to the major education or common education subject fields. A tentative credit transfer approval process will be carried out to determine how major education credits may be transferred, based on the submitted syllabi and documents. Credits not transferred as major education subjects will be transferred as common education subjects.
- Required language subject credits will be transferred upon enrollment (English-basis: 16 credits, Japanese-basis: 24 credits).

<English-basis transfers>

Subject Field		No. of Credits	Total
Common Education Subjects	Required Language Subjects (Japanese)	16	62
	Language Education Subjects and Common Liberal Arts Subjects	46*	
Major Education Subjects	Major Education Subjects		

<Japanese-basis transfers>

Subject Field		No. of Credits	Total
Common Education Subjects	Required Language Subjects (English)	24	62
	Language Education Subjects and Common Liberal Arts Subjects	38*	
Major Education Subjects	Major Education Subjects		

*Based on applicants' transfer application results

- If an applicant has earned credit for an economics or management course, it may be possible to transfer those as major education subject credits to APU. If an applicant wishes to transfer a credit as a major subject credit, they must fill out an **Application to Transfer Credit as an APU Major Subject**, as well as submit documents that show the course details such as a course syllabus for that subject (in English or Japanese).
- Credit Transfer Applications for economics or management courses from schools with AACSB • EQUIS • AMBA • EPAS Accreditation
Credits earned at schools with these accreditations may be transferred for APM Major Education Subject or Common Education Subject credits. Applicants should submit their grade transcript and an explanatory document stating that it was taken at an accredited school for review.
- For a list of the APM subjects offered at APU, please refer to the APM Curriculum Outline. The syllabi for these subjects can be viewed at the website shown below. Even if the content of the course is not exactly the same as what is offered by APU, a management or economics course may be counted as a major education subject. Therefore, the applicant should still submit an Application to Transfer Credit as an APU Major Subject along with the syllabus for that subject (in English or Japanese) for review.

APU Subject Syllabus: <https://en.apu.ac.jp/home/study/content4/>

Curriculum outline:

https://en.apu.ac.jp/academic/page/content0291/APM_AY2017_Curriculum_Outline_E_2021.pdf