

\*The Japanese version is the authoritative version, and this English translation is intended for reference purposes only. Should any discrepancies or doubts arise between the two versions, the Japanese version will supersede the English version.

## **Regulations concerning Registration Procedures for Courses Offered by the School of Japan Studies of Tokyo University of Foreign Studies, the Number of Credits Required for Graduation, and Other Matters**

March 19, 2019  
Regulation No. 54

Amended:

January 13, 2021, School of Japan Studies Regulation No. 2  
February 9, 2022, School of Japan Studies Regulation No. 6  
January 11, 2023, School of Japan Studies Regulation No.2  
December 13, 2023, School of Japan Studies Regulation No.5  
February 27, 2024, Regulation No. 22

### Article 1 (Purpose)

The purpose of these regulations is to specify necessary details concerning registration procedures for courses offered by the School of Japan Studies of Tokyo University of Foreign Studies (“TUFS”) in accordance with the Regulations concerning Courses Offered by the School of Japan Studies of Tokyo University of Foreign Studies and the Number of Credits Assigned to Each Course (Regulation No. 53 of 2019), the number of credits required for graduation, and other matters, based on the provisions of article 29 and article 44, paragraph 2 of the University Regulations of Tokyo University of Foreign Studies (“University Regulations”), which were established on April 1, 1977.

### Article 2 (Number of Credits Required for Graduation)

1. Article 44, paragraph 1 of the University Regulations stipulates that students need to earn 125 credits to graduate. Students must complete the 125 credits from the following course categories:

- (1) Foundation Courses: 1 credit
- (2) Liberal Arts Courses: 15 credits or more
- (3) Language Courses: 30 credits or more
- (4) Project-Based Courses: 4 credits to 6 credits
- (5) Introductory Courses: 10 credits
- (6) Survey Courses: 12 credits or more
- (7) Major Courses: 32 credits or more
- (8) Graduation Project: 8 credits
- (9) Related Courses: 0 credit or more

2. Article 30 of the University Regulations provides methods for calculating credits.

### Article 3 (Course Registration Procedures, Etc.)

Appended Table 1 indicates the year in which the courses mentioned in the previous article need to be taken and the minimum number of credits required.

### Article 4 (Restriction on Registration for Language Courses)

In principle, the following registration restrictions shall apply to Fundamental Japanese Courses, GLIP English Courses, Foreign Languages Courses, and Regional Languages Courses under the category of Language Courses:

- (1) As for Foreign Languages Courses and Regional Languages Courses, native speakers cannot take courses in their own language.
- (2) Native speakers of Japanese cannot take Fundamental Japanese Courses.
- (3) Native speakers of English cannot take GLIP English Courses.

### Article 5 (Seminar Courses under the Category of Major Courses)

Students shall earn eight credits from Seminar Courses under the category of Major Courses in their third year or beyond.

Article 6 (Research Seminar Courses under the Category of Major Courses)

Students shall earn four credits from Research Seminar Courses in their fourth year under the guidance of their supervising instructors.

Article 7 (Graduation Project)

Students shall earn eight credits by completing the Graduation Project by writing a thesis, etc. in their fourth year.

Article 8 (Related Courses)

Credits acquired under the Core Seminar Program of the School of Language and Culture Studies or the School of International and Area Studies and credits acquired at other universities may be treated as credits under Related Courses.

Article 9 (Teaching Courses)

Students who plan to satisfy requirements to obtain teacher certification shall earn all required credits from the courses listed in Appendices 2 to 5, including the courses stipulated in article 66-6 of the Ordinance for Enforcement of the Education Personnel Certification Act (Ordinance of the Ministry of Education No. 26 of 1954).

Article 9-2 (Japanese Language Teacher Training Program Courses)

The Japanese Language Teacher Training Program subjects and the number of credits required to receive an exemption from the “Basic Examination” of the Japanese Language Teacher Examination for obtaining the qualification of a registered Japanese language teacher shall be listed in Appended Table 6.

Article 10 (Restriction on Course Registration)

1. Students shall not register for more than 50 credits per year; however, this shall not apply to third-year transfer students from other educational institutions and students under the teacher-training curriculum.
2. Irrespective of the provisions of the previous paragraph, if students earned at least 30 credits in the previous year, and the GPA for those credits is 3.0 or higher, they may register for up to 54 credits per year.

Article 11 (Miscellaneous Provisions)

Any matters not set forth in these regulations concerning course registration procedures, etc. shall be prescribed separately.

Appended Table 1 (Related to article 2)

Year in which courses should be taken and minimum number of credits required

	Course Group	Course Category	Year in which courses should be taken	Minimum number of credits required
Global Liberal Arts Program	Foundation Courses	Foundation Courses	First-year spring quarter, second-year spring quarter	1 credit
	Liberal Arts Courses	Global Liberal Arts Courses Natural Science Courses General Courses on Japan Sports Courses World Languages Courses Career and Collaboration Courses Onsite Education Courses	From first-year spring quarter to fourth-year fall quarter	15 credits or more
	Language Courses	Fundamental Japanese Courses	From first-year spring quarter to fourth-year fall quarter	30 credits or more
		Specialized Courses on Japanese Language Skills GLIP English Courses Foreign Languages Courses Regional Languages Courses		
Core Seminar Program	Project-Based Courses	Collaborative Projects	First-year spring quarter, first-year fall quarter	2 credits
		Community Linkage Projects	From second-year spring quarter to fourth-year fall quarter	2 credits to 4 credits
	Introductory Courses	Introductory Courses	First-year spring quarter, first-year fall quarter	10 credits
	Survey Courses	Survey Courses	From second-year spring quarter to fourth-year fall quarter	12 credits or more
	Major Courses	Lecture Courses, Seminar Courses	[Lecture Courses] From third-year spring quarter to fourth-year fall quarter [Seminar Courses] Third-year spring quarter, third-year fall quarter	28 credits or more <sup>1</sup>
		Research Seminar Courses	Fourth-year spring quarter, fourth-year fall quarter	4 credits
Graduation Project			Fourth-year spring quarter, fourth-year fall quarter	8 credits
Related Courses <sup>2</sup>				0 credits or more
Number of credits required for graduation				125 credits

1. Eight credits from Seminar Courses are included.

2. Credits acquired under the Core Seminar Program of the School of Language and Culture Studies or the School of International and Area Studies and credits acquired at other universities are treated as credits under Related Courses.

Appended Table 2 (Related to article 9)

Courses relating to school subjects and teaching methods (Subject: Japanese language and literature)

Course categories, etc., in accordance with the Ordinance for Enforcement of the Education Personnel Certification Act			Minimum number of credits required
Courses relating to school subjects and teaching methods	Specialized educational contents relating to the school subject concerned	Japanese philology (including studies relating to spoken language and written expression)	1 credit or more for each of the course categories shown in the left column Total number of credits required: 20 credits
		Japanese literature (including Japanese literature' history)	
		Classical Chinese	
	Calligraphy (mainly transcription)*		
Teaching methods for the school subject concerned (including the use of information equipment and teaching materials)	Type I junior high school teaching certification: 8 credits from Japanese Teaching methodology Type I senior high school teaching certification: 4 credits from Japanese Teaching Methodology		

\*: Calligraphy is required only for students who plan to satisfy requirements to obtain Type I junior high school teaching certification.

Appended Table 3 (Related to article 9)

Courses relating to basic understanding of education, courses relating to teaching methods for moral education and integrated studies, student counseling and guidance, educational consultation, and other matters, and courses relating to educational practice

Course categories, etc., in accordance with the Ordinance for Enforcement of the Education Personnel Certification Act		Courses offered under the category shown in the left column	No. of credits
Courses	Educational contents that need to be included in the courses shown in the left column		
Courses relating to basic understanding of education	Educational philosophy and education-related history and thought	Basic Pedagogy 1	2
	Significance of teaching profession and teachers' roles and duties (including response to the concept of a "school as a team")	Role of Teachers	2
	Social, institutional, and managerial elements relating to education (including response to linkage between schools and local communities and to school safety)	Sociology of School Education	2
	Mental and physical development and learning processes of infants, children, and students	Psychology of Learning	2
	Understanding for infants, children, and students with special needs	Special Needs Education	1
	Significance of education curricula and methods of curriculum formation (including curriculum management)	Curriculum Studies	1
Courses relating to teaching methods for moral education and integrated studies, student counseling and	Theories of moral education and teaching methods	Moral Education Guidance Studies	2
	Teaching methodology of the period for integrated studies Teaching methodology of extra-curricular activities	Teaching Methodology of Extra-Curricular Activities and the Period for Integrated Studies	2

guidance, educational consultation, and other matters	Educational methods and techniques (including the use of information equipment and teaching materials)	Teaching Methods and Techniques	2
	Theories and methods of student guidance	Student Guidance	2
	Theories and methods of educational consultation (including basic knowledge of counseling)	School Counseling	2
	Theories and methods of guidance for future courses and careers and career education	Career Guidance	2
Courses relating to educational practice	Teaching practice	Teaching Practice (Junior and Senior High Schools)	5
		Teaching Practice (Senior High Schools)	3
	Teaching Practicum Seminar	Teaching Practicum Seminar (Junior and Senior High Schools)	2

Appended Table 4 (Related to article 9)  
Courses required by the university

Courses required by the university	Course title	No. of credits
	Basic Pedagogy 2	2
	Sociology of Education 1	2
	Human Sciences 1	2
	International Education 2	2
	Mental Science 1	2
	Mental Science 2	2
	Moral Education Guidance Studies	2

Note 1: Students who plan to obtain Type I senior high school teaching certification need to earn 12 credits; those who plan to obtain Type I junior high school teaching certification need to earn four credits.

Note 2: Students can use the following credits as credits under the category of “courses required by the university,” provided in article 5-1 of the Education Personnel Certification Act:

- (1) Credits earned beyond the minimum number of credits required under the category of “specialized educational contents relating to the school subject concerned”
- (2) Credits earned beyond the minimum number of credits required under the category of “teaching methods for the school subject concerned (including the use of information equipment and teaching materials)”  
(This applies only to students who plan to obtain Type I senior high school teaching certification.)
- (3) Credits earned beyond the minimum number of credits required by TUFS under the category of “courses relating to basic understanding of education” or the category of “courses relating to teaching methods for moral education and integrated studies, student counseling and guidance, educational consultation, and other matters”
- (4) Credits earned by students who plan to obtain Type I senior high school teaching certification from Moral Education Guidance Studies under the category of “courses required by the university”

Appended Table 5 (Related to article 9)

Courses stipulated in article 66-6 of the Ordinance for Enforcement of the Education Personnel Certification Act (Ordinance of the Ministry of Education No. 26 of 1954)

Courses stipulated in article 66-6 of the Ordinance for Enforcement of the Education Personnel Certification Act (Ordinance of the Ministry of Education No. 26 of 1954)	Course title	No. of credits
	Constitution 1 or Constitution 2	2
	Sports 1, Sports 2, Dance 1, Dance 2, Physical Training 1, Physical Training 2	2

	Information Skills 1 or Information Skills 2	2
	GLIP English A1 to A4, Major Language (English) III-1 to III-4	2

Appended Table 6 (Related to Article 9-2)

Japanese Language Teacher Training Courses

Course Category	Minimum number of credits required
Required Elective Courses	10 credits*
Required Courses	18 credits

\*Students are required to earn credits from all the subjects listed in either Required Elective Courses ① or Required Elective Courses ②. However, it is not possible choose to take subjects from both Required Elective Courses ① and Required Elective Courses ②.