

HGP Japanese Language Program

Orientation


Beginner Low

一橋大学 Hitotsubashi Center for Global Education

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Please Download the orientation materials using this QR code. (no.1 to no.5)



日本語教育プログラム
Japanese Language Education

Japanese Education Program websites
Beginner Low level

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Today's materiales

1. Courses by Level and Topics
2. Japanese Courses Autumn-Winter 2024
3. About the Web Lottery, Course Registration and Withdraw
4. How to use manaba
5. Beginner Low

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Agenda

1. General Information on Classes
2. Course Registration
3. Course Content
 - 3.1 Timetable
 - 3.2 Textbooks
 - 3.3 Syllabus
 - 3.4 Grading
4. FQA

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1. General Information on Classes

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Japanese Language Program

in HGP (Hitotsubashi University Global Education Program)

ひとつばし大学の 中級前半
Intermediate Low

ひとつばし大学の 初級後半
Beginner High

ひとつばし大学の 初級前半
Beginner Low

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Course steps

If you successfully pass courses at the level you were placed in, you will be eligible for taking courses a level higher in the following semester.

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Classes will be conducted face-to-face.

- In principle, classes will be conducted face-to-face.
- Students who have not yet entered Japan or have been officially permitted to attend classes online by Hitotsubashi University may take classes online.
- Depending on the situation, the mode of class delivery may change after course registration period by consultation.

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2. Course Registration

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Course Registration Period

Friday, **September 13** –
Friday, **September 20**

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Course Enrollment Web Lottery

Decision regarding the enrollment of **BASIC JAPANESE I** for Exchange students will be made by the web lottery.

First Web Lottery:
9:00 September 9 – 12:00 September 10 [JST]

Second Web Lottery:
17:00 September 11 – 14:00 September 12 [JST]

For details, contact the administration office.

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How to Register

- Students should register via **Campus Education Learning System (CELS)** online.

- **Undergraduate Exchange Students** may apply to the First and Second Web Lottery.
- **Graduate Exchange Students, Research Students and Regular Graduate Students** may apply to the **Second Web Lottery**.

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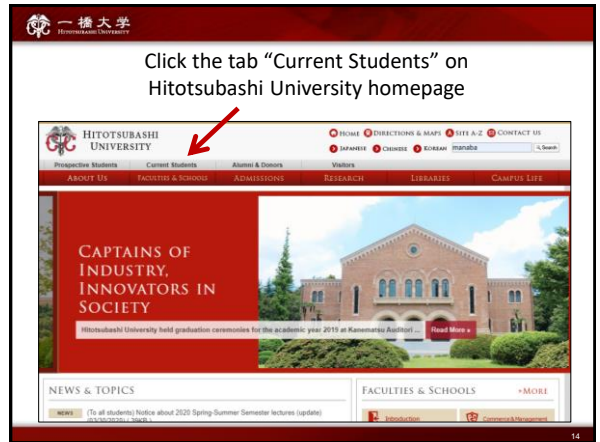
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How to Register

		Via CELS	1st lottery	2nd lottery
Exchange Students	Under-graduate	○	○	○
	Graduate	○	×	○
Regular Graduate Students		○	×	○
Research Students		○	×	○

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How to Access: CELS

- Hitotsubashi University HP
- Current Students → Education system; CELS

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Withdrawal (W) of your registered course(s)

If you have registered for a course and decided to withdraw from it after the registration period, you must process the withdrawal using the CELS Online Registration System during the withdrawal period.

After that period, you will not be able to withdraw. Failure then to complete the assigned (assessment) tasks will result in a **Fail grade (F)**.

Course Withdrawal:
Monday, September 30 – Sunday, October 6

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ポータルシステム **manaba**

Self-registration on manaba

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Japanese Language Education Program

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- Self-registration on **MANABA** is different from the **CELS** course registration. **To enroll in the course as a regular student, you should complete the course registration procedure on CELS.**
- Students who win the Web Lottery will be automatically registered on **MANABA**.

NOTE! After the registration period is closed, all students **except regular students** enrolled in the course will **be automatically** deleted from **MANABA**.

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Professors will post important news on MANABA

- ★ Make sure you have Student ID and the password to access manaba.
- ★ Adjust the reminder settings to receive important announcements via email.

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Click the tab "Current Students" on Hitotsubashi University homepage

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Click "Education Systems (CELS, manaba)"

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Enter your Student ID and password

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Click "Search and register for courses" in the box "About Self Registration"

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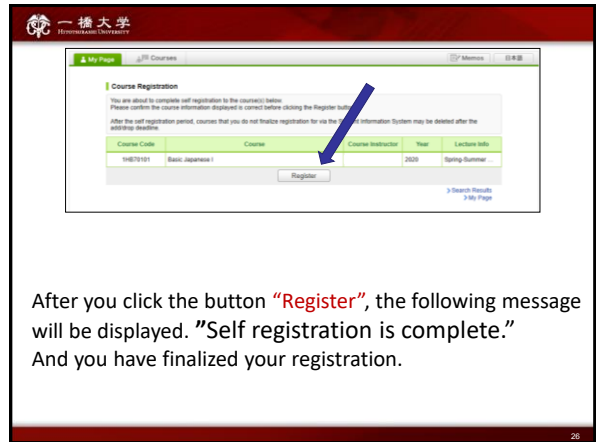
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Enter the course title "Basic Japanese I"

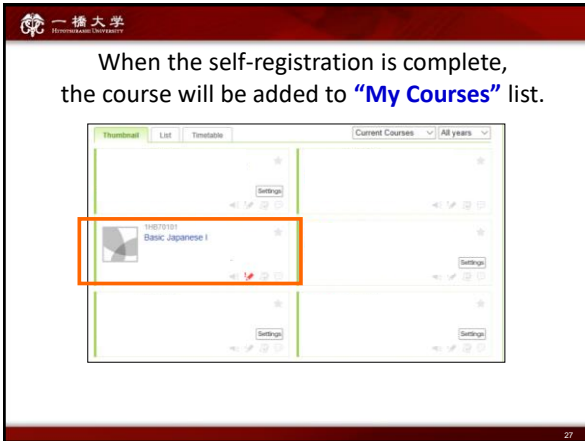
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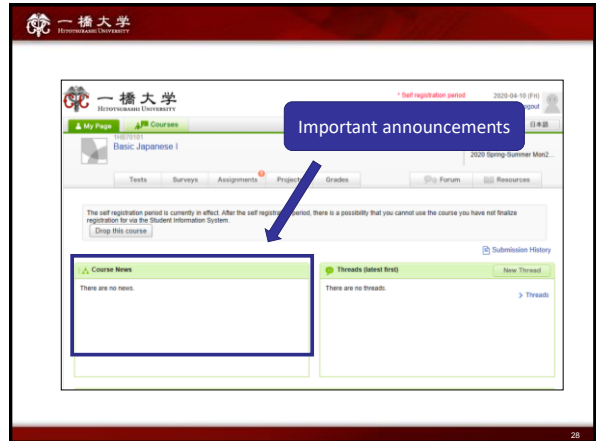
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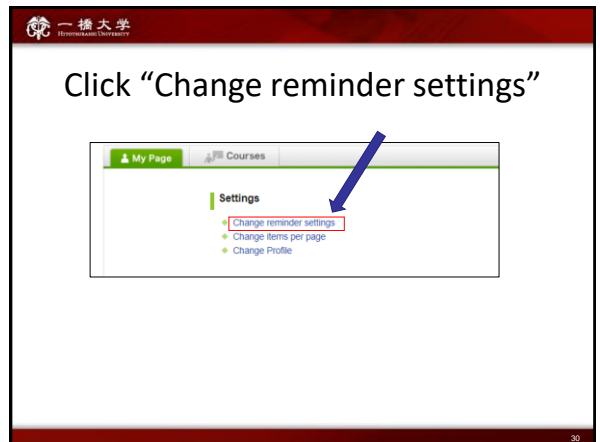
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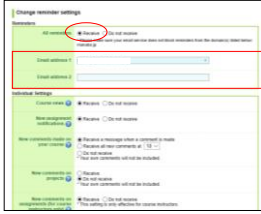
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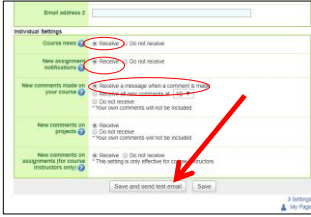
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- In the field "All reminders" select "Receive".
- Fill in your regular Email address (and the cellphone Email address) that you want reminders to be sent to.
Please use the email address you check daily.



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- Click "save and send test mail" at the bottom of the screen.
- You will receive the following message:

This email was generated automatically by manaba to confirm if you have set up a correct email address."

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3. Course Content

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Japanese Language Courses

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Basic Japanese 1

- an intensive course
- 5 classes** per week (5 credits)
- designed for students who want to learn the Japanese language intensively and major in the Japanese language at their home universities.

Introduction to Japanese Language

- a light course
- 3 classes** per week (3 credits)
- designed for students who plan to study at Hitotsubashi University for 1 semester or more and want to start learning Japanese at a slower pace.

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Course paths for 1-Year students

Intensive path (fast track)

1st Semester

Basic Japanese 1

if successfully passed

→

step up to a higher level

2nd Semester

Beginner High

- Basic Japanese 2
- Comprehensive Japanese for Beginners

NOTE!

- tight schedule
- fast learning pace, much homework
- mastering your Japanese in a short period
- no time** for traveling and adjusting to the new environment

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Course paths for 1-Year students

Intensive path (slow track)

1st Semester
Introduction to Japanese Language

→ stay at the Beginner Low level → deepen your knowledge and develop basic skills

2nd Semester
Basic Japanese 1

NOTE!

- You can start at a slow pace to have time to adjust to the new environment and get used to the teaching style, writing system, and some essential grammar in basics.
- You **cannot proceed** to the Beginner High level.

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Course paths for 1-Year students

Non-intensive path

1st Semester
Introduction to Japanese Language

→

2nd Semester
No Japanese language classes.

Devote your free time to self-study and explore Japan outside of the classroom!

NOTE!

- Check the requirements at your home university.
- You **cannot proceed** to the Beginner High level.

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Course paths for 6-Months students

Intensive path

1st Semester
Basic Japanese 1

→

2nd Semester
Return to your home university

* Master the first half of Japanese basics to step up to a higher level at your home university.

NOTE!

- tight schedule
- fast learning pace, much homework
- mastering your Japanese in a short period
- no time** for traveling and adjusting to the new environment

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Course paths for 6-Months students

Non-intensive path

1st Semester
Introduction to Japanese Language

→

2nd Semester
Return to your home university

* Get familiar with the Japanese writing system, and enjoy the first steps in learning Japanese.

NOTE!

- Check the requirements at your home university.

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Basic Japanese 1 → Basic Japanese 2

Basic Japanese 1 → Comprehensive Japanese for Beginners

Introduction to Japanese Language → Basic Japanese 1

- Even if you successfully pass Introduction to Japanese Language, you **will not be able to proceed** to Basic Japanese 2 nor to Comprehensive Japanese for Beginners in the following semester.

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Basic Japanese 1

VS.

Introduction to Japanese Language

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Course Instructors

Course Coordinator SUZUKI Sayuri
suzuki.s@r.hit-u.ac.jp
Office Hour: by appointment

Other Instructors

Basic Japanese 1

SHIMURA, Yukari
YI, Jungmi
KITSU, You
YAMAZAKI, Mayumi

Introduction to Japanese Language

KIM, Youjin
TAKAHASHI, Ori
KO, Ichun
ENDO, Yuko

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The number of students who can be enrolled in each course depends on the classroom capacity. (Being determined by web lottery for BJ1)

Basic Japanese 1

- Maximum **16 students**

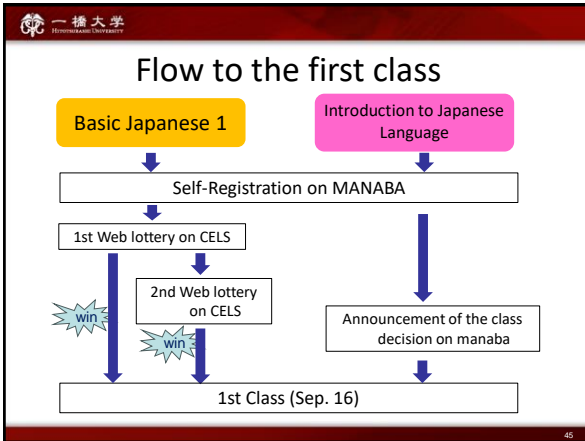
Introduction to Japanese Language

- Maximum **72 students**
- If the number of enrollees exceeds the limit, the students will be divided into 2 classes (Introduction to Japanese Language① and Introduction to Japanese Language ②). Each class will be conducted in the same period of the timetable, BUT in DIFFERENT CLASSROOMS

In this case, the IJL course coordinator will announce which class you are enrolled in (① or ②). Please be sure to set the REMINDER settings on manaba in order to receive important announcements about the classrooms by email.

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3.1 Timetable

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Course Period: Sep. 16 – Dec. 25

	M.	T.	W.	Th.	F.
1st 8:45 - 10:30	IJL ① ②	/	IJL ① ②	BJ1 Room 4204	BJ1 Room 4204
2nd 10:45 - 12:30	BJ1 Room 4204	BJ1 Room 4204	BJ1 Room 4204	/	IJL ① ②

The classroom for IJL will be announced via manaba course news.

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Basic Japanese 1

- 5 classes** per week (5 credits)
- Students should attend all 5 classes.

Introduction to Japanese Language

- 3 classes** per week (3 credits)
- Students should attend all 3 classes.

Students are **not allowed** to take both courses during the same semester.

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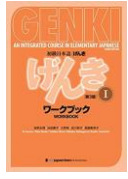
3.2. Textbooks


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Basic Japanese 1

1. "GENKI Vol.1: An Integrated Course in Elementary Japanese (The Third Edition)" The Japan Times, ¥3600, ISBN: 978-4789017305
2. "GENKI Vol.1 WORKBOOK (The Third Edition)" The Japan Times, ¥1700, ISBN-13: 978-4789017312
3. Handouts and listening materials



NOT the 2nd Edition!

Textbooks and workbooks are available at Hitotsubashi Coop online bookstore.


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Main Textbook Structure

- Conversation and Grammar Section

- ① Dialogue



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Main Textbook Structure

- Conversation and Grammar Section

- ② Vocabulary

used in the Vocabulary Quiz and learning activities in class



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Main Textbook Structure

- Conversation and Grammar Section

- ③ Grammar

used for self-study and class preparation

Students should read Grammar Notes BEFORE the class and come prepared.



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Main Textbook Structure

- Reading and Writing Section

- ① Kanji

used in Kanji Quiz and class preparation




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Main Textbook Structure

- Reading and Writing Section

- Reading part
used in Reading Activities in class




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Workbook Structure

- Grammar / Listening Comprehension / Kanji

Used for Homework.
Do exercises and submit the designated pages on the due date.





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Introduction to Japanese Language

- “Marugoto: Starter (A1) Rikai” (Japan Foundation), Sanshusha, ¥1,700, ISBN: 978-4-384-05753-9 C0081
- Handouts and listening materials

Starter (A1) Rikai
NOT Katsudoo!

Textbooks are available at the university bookstore in the West Campus.


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Main Textbook Structure

- Conversation and Grammar Section

- Vocabulary
include Kanji
(Very basic one)




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Main Textbook Structure

- Conversation and Grammar Section

- Vocabulary
Supplementary Material
• Workbook
used in the Vocabulary Quiz and learning activities in class




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Main Textbook Structure

- Conversation and Grammar Section

- Dialogue & Grammar



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Main Textbook Structure


- **Conversation and Grammar Section**

③ Grammar

Supplementary Material

- Grammar Notes used for self-study and class preparation

Students should read Grammar Notes BEFORE the class and come prepared.



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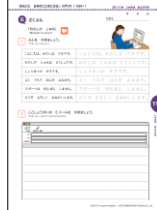
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Main Textbook Structure

- **Reading and Writing Section**

④ Reading

⑤ Writing

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Homework

- **Grammar**

Homework.

Do exercises and submit the designated pages on the website.



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- Supplementary materials will be distributed before classes via MANABA.
 - ★ Students should check MANABA course page and download handouts before every class.
- Copies of Lesson 1 will be distributed in class (only for the first week).
 - Regular students enrolled in the course MUST purchase both textbook and workbook as soon as possible.**

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3.3. Syllabus

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Check Web Syllabus

- ✓ Time and Classroom
- ✓ Instructors
- ✓ Class Schedule Details
- ✓ Textbook
- ✓ Grading etc.



<https://www.hit-u.ac.jp/eng/>
→ Syllabus Search

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Syllabus search

Search!

Syllabus Search 日本語

Please click the link in the upper right if you want to write in Japanese.

Academic Year: 2023

Faculty/Department: International Linkage

Quarter(s): Autumn-Winter

Course: Basic Japanese I

Keyword: []

search results: 28 results

Search Clear

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Course Description Materials

Download the course description materials from the **“Resources”** on the **manaba** course page.

1. Autumn-Winter Semester 2024 Syllabus
2. Autumn-Winter Semester 2024 Course Schedule
3. “How To” materials

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How to check your schedule

SAMPLE Basic Japanese I Schedule

2nd Period (10:45-12:30)

G: Grammar WB: Workbook KHW: Kanji homework KQ: Kanji Quiz VQ: Vocabulary Quiz RP: Roleplay

abbreviation

	9/26	9/27	9/28	9/29	9/30
Quiz	Hiragana Quiz ③		Katakana Quiz ①		VQ (L4)
HW	WB 2-A		WB 2-B		Writing (L3)
L3	G2,3: 方向, 向く [Direction]	L3 G2,3,4: Time words, 時間 [Time]	L3 G3, 5, 6, 7: 場所, 場所 [Place]	L3 G8: は, Dialogue, RolePlay, Reading and Writing	LA G1,2: 位置, 位置 [Position]
Kanji (L3)	一三四五	Kanji (L3) 六七八九	Kanji (L3) 百千万円	Kanji (L3) Review	Kanji (L4) 日本人
Quiz	10/3	10/4	10/5	10/6	10/7
HW	WB 3-A	Katakana Quiz ②	WB 3-B, KHW3-2	KQ (L3)	VQ (L5)
LA	G1,3,7: [EVENT] あります/たります [Noun Post]	LA G4,5,6,8: Verb[Post] いる/座る [Verb Post]	LA まとめ, Dialogue, RP	LA Reading and Writing	L5 G1: い/な Adjective[Present], さん
Kanji (L4)	月火水	Kanji (L4) 木金土曜	Kanji (L4) 上下半	Kanji (L4) Review	Kanji (L5) 山川元氣

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• Homework & due: Submit the WORKBOOK tasks Lesson2 in the class on 26th September.

• Submit Writing Assignment for lesson3 on this day in class.

• Learn the vocabulary for lesson 4 given in the textbook (P104-105) and be prepared for the quiz.

	9/26	9/27	9/28	9/29	9/30
Quiz	Hiragana Quiz ③		Katakana Quiz ①		VQ (L4)
HW	WB 2-A		WB 2-B		Writing (L3)
L3	G2,3: 方向, 向く [Direction]	L3 G2,3,4: Time words, 時間 [Time]	L3 G3, 5, 6, 7: 場所, 場所 [Place]	L3 G8: は, Dialogue, RolePlay, Reading and Writing	p38 [3-7]
Kanji (L3)	一三四五	Kanji (L3) 六七八九	Kanji (L3) 百千万円	Kanji (L3) Review	Kanji (L3) Review
Quiz	10/3	10/4	10/5	10/6	10/7
HW	WB 3-A	Katakana Quiz ②	WB 3-B, KHW3-2	KQ (L3)	VQ (L5)
LA	G1,3,7: [EVENT] あります/たります [Noun Post]	LA G4,5,6,8: Verb[Post] いる/座る [Verb Post]	LA まとめ, Dialogue, RP	LA Reading and Writing	L5 G1: い/な Adjective[Present], さん
Kanji (L4)	月火水	Kanji (L4) 木金土曜	Kanji (L4) 上下半	Kanji (L4) Review	Kanji (L5) 山川元氣

• Kanji quiz for lesson 3 given in the textbook (P304-305) and be prepared.

• Kanji Homework (KHW) Submit the WORKBOOK “Using Kanji” (Lesson-2) tasks on P134 on this day in class.

• Grammar and expressions learned in class. Read Grammar Notes 4,5,6,8 (P.110-113) given in the textbook before the class.

• Kanji learned in class. Check the meaning, correct reading and writing order of each kanji. (P.308-309) before the class.

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Use the class schedules to:

- preview lessons;
- get prepared for quizzes;
- submit assignments on time;
- manage your time effectively.

★ Class schedules may be subject to change.

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3.4. Grading

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Grading

BJ1		IJL	
Final Exam	20%	Final Exam	20%
Midterm Exam	15%	Midterm Exam	20%
Quizzes	10%	Presentation	10%
Vocabulary Quizzes	10%	Quizzes	20%
Homework (Workbook)	15%	Homework	15%
Writing Assignments	10%	Participation	15%
Final Presentation	10%		
Participation	10%		
100%		100%	

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Attendance

- We take attendance very strictly. Being absent or late to class will be penalized with a total score reduction.
- **No audit** is allowed. Students who want to attend a Japanese learning class, are required to register.
- Keep in touch with the class instructors if you have any problems with attendance.

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Attendance

- If you are late for **less than 20 minutes**, your score will be reduced by **20%**. If you are late or leave the class for either **20 minutes or more** after the class has started, your score will also be reduced by **30%**.

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Homework:

- You will be given homework assignments on a regular basis. **Check the course schedule and meet deadlines.**
- You should submit your homework at the beginning of the class following the instructor's directions. **No submission after the deadline is accepted.** It will NOT be marked if submitted after due date.
- Incomplete or poorly done homework will NOT be accepted. If more than half of the assignment is incorrect, it will not be marked.

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Quizzes

- Quizzes will be usually given at the beginning of the class via manaba. **If you come late, you will miss quizzes.**
- **NO make up for quizzes.**

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Exams

- Midterm and Final Exams include Speaking, Listening, and Reading Tests.
- Final presentation is also evaluated.
- You may make up for midterm, and final exam **ONLY IF YOU HAVE SERIOUS CIRCUMSTANCES**. In this case you should submit a written explanation and inform the **coordinator** as soon as possible.
- Exams should be made up within a week of the scheduled time and will NOT be given prior to the scheduled test dates. The score on a make-up exam will be reduced by 10 %.

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NOTE:

We take attendance very strictly.

If students miss some classes, it will be difficult for them to catch up and successfully complete the course.

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4. FQA

1. How do we entry for the classes?

Submit "Face Sheet for BJ1/IJL course" on manaba "Surveys" page.

**Only students who have already decided taking the class.*

After you submit "Face sheet for BJ1/IJL", access to MANABA course "Resources" page, and take "Pre-lesson for starters of BJ1/IJL". This page guides some self-study materials such as Japanese writing system, Hiragana & Katakana and "how to type" Japanese.

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1) Face sheet for BJ1/IJL"

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2) Pre-lesson for starters of BJ1/IJL

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4. FQA

2. Can we entry for both classes?
(In order to decide which class to take and opt-out during the withdrawal period)

► *Due to the registration system, Yes.*

BUT!

*By applying for both BJ1 and IJL, you may deprive other students of the opportunity to take Japanese classes. To avoid such trouble, please carefully read the course materials (syllabus and schedule) and choose **only one**.*

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4. FQA

3. My major class conflicts with Japanese class.
(i.e. Japanese Economics and BJ1 both are lectured in same day and same period)
Is it possible to be absent some classes in a week?

► **NO.** *You must attend all classes.*
(BJ1: 5 classes a week, IJL: 3 classes a week)

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4. FQA

4. I would like to ask about the credits transfer with my home university.

▶ *Please ask administration office or Academic Advising Session (Q&A Session about course selection) 13:30-14:30 [JST] on 6th Sep. at Mercury Tower 7F.*

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4. FQA

5. Can we watch on-demand video of BJ1 or IJL courses if we entry?

▶ **NO.** Both courses are conducted face-to-face on time in the 1st or 2nd period.
Any On-demand videos for regular students will not be provided.

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4. FQA

6. Is it possible to change the level if I feel this level will not be suitable for me?

▶ *Basically, NO. Students are expected to take classes in the level you were placed.*

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Voice of Students

Message from Students Stories from Alumni

Message from Students ~ Your Hitotsubashi 日本語(Nihongo) Experience ~

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Academic advising session

~Classrooms 教室編~

Classrooms

8 Main Building (本館) West Campus (2-digit number)	10 Lecture Building 2 (講義棟2) West Campus (3-digit number)	13 ISEI Institute of Innovation (イノベーション研究センター) IRI-C Conference Room (2F) IRI-C Lab (2F)	15 ISEI Institute of Economic Research (経済研究室) IRI-A1 Conference Room 1 (2F) IRI-A2 Conference Room 2 (2F) IRI-A3 Research Laboratory (4F)	18 IRI-2 Faculty Building 2 (教員棟2) 217 (2F) 709 (7F)	21 CEI Computer Education Building (情報教育棟) 11-12 (1F) 21-22 (2F)	23 ISEI Institute of Economic Research (経済研究室) IRI-A1 Conference Room 1 (2F) IRI-A2 Conference Room 2 (2F) IRI-A3 Research Laboratory (4F)	24 East Lecture Building 1 (東14棟) East Campus (4-digit number starting with 14)	25 East Lecture Building 2 (東4棟) East Campus (4-digit number starting with 25)	26 East Lecture Building (東14棟) 1101 (1F) 1201-1209 (2F) 1301-1309 (2F) 1401-1414 (4F)	27 Mercury Tower (講義棟) 3101-3102 (1F) 3201-3202 (2F) 3301-3302 (2F)
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