

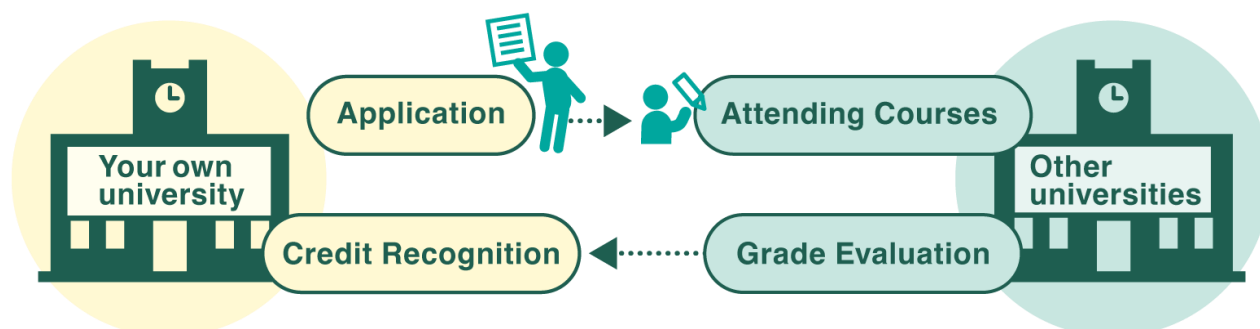


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## 1 About Credit Transfer

Credit transfer is a system that allows students to take courses and earn credits at universities other than their own university.



Through credit transfer . . .

- ☀ You can deepen your expertise and broaden your learning in accordance with your interests and career.
- ☀ Studying at different universities provides a valuable opportunity to interact with a variety of faculty and students and to be exposed to new perspectives and ways of thinking.

## 2 Target Group

The credit transfer offered by Hiroshima Platform for Peace Studies and Education (Hiroshima Peace Platform) is available to master's degree students who belong to the following three graduate schools.

- (1) Hiroshima University Graduate School of Humanities and Social Sciences, International Peace and Co-existence Program
- (2) Hiroshima City University Graduate School of Peace Studies, Programs in Peace Studies
- (3) Hiroshima Shudo University Graduate School of Law, International Politics Course

## 3 Courses Offered

The credit transfer of Hiroshima Peace Platform offers peace-related courses in graduate schools.

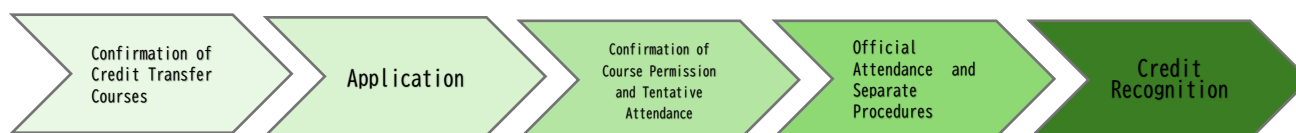
Courses offered in the second semester of 2025 are as follows. For more information on syllabus and other details, please visit the credit transfer page of Hiroshima Peace Platform.

➤ <https://www.city.hiroshima.lg.jp/kikouseturitu/1026971/1041371/1041372.html>

University	Course No.	Course Title	Credits	Semester/Term
Hiroshima University	1-1	Peace and Conflict Research I	2	2 <sup>nd</sup> Semester・3 <sup>rd</sup> Term
	1-2	Hiroshima Peace Studies I	2	2 <sup>nd</sup> Semester・3 <sup>rd</sup> Term
	1-3	Contemporary Anthropology I	2	2 <sup>nd</sup> Semester・3 <sup>rd</sup> Term

	1-4	Contemporary Anthropology II	2	2 <sup>nd</sup> Semester・4 <sup>th</sup> Term
Hiroshima City University	2-1	International Environmental Theory	2	2 <sup>nd</sup> Semester
	2-2	Local Autonomy and Peace	2	2 <sup>nd</sup> Semester
Hiroshima Shudo University	3-1	International Relations・Peace Studies 4 (Foreign Policies)	2	2 <sup>nd</sup> Semester

## 4 Flow from Course Procedures to Credit Recognition



### STEP 1 Confirmation of Credit Transfer Courses

- Check the credit transfer page of Hiroshima Peace Platform to see the courses offered.
- The maximum number of courses and credits that can be recognized for credit varies depending on the university to which you belong. For details, please confirm at the guidance held at your university or at the office in charge.
- Courses may be cancelled due to circumstances at the universities offering the courses, and in some cases, such as when there are too many applications, you may not be allowed to take courses. Please plan your courses carefully so that your requirements for completing the courses will not be directly affected by whether or not you can take the courses. Also, if any courses are cancelled, you will be notified by “5 Class Cancellation Notification Deadline”.

### STEP 2 Application

- To apply, submit the “Credit Transfer Course Application Form” to the office in charge at your university. You can download the form from the credit transfer page of Hiroshima Peace Platform.
- Procedures and periods for submitting application forms vary depending on the university to which you belong, so please check in advance.
- Please submit one copy of the application form per course.

### STEP 3 Confirmation of Course Permission and Tentative Attendance

- Universities offering the courses may make a selection in the case of a large number of applications, etc. You will be notified of the official decision to allow you to take the courses for which you have applied by the office in charge of your university.
- Even if you do not receive notification of course approval by the start of classes, you are required to take courses provisionally at the university offering them.

#### **STEP 4** Official Attendance and Separate Procedures

- If you are approved to take a course, please refer to “6 Separate Procedures” and complete the procedures at the university offering the course.
- Please be careful not to abandon a course after it has been approved.

#### **STEP 5** Credit Recognition

- Grade evaluation is conducted by the university offering the course, and the evaluation is notified to the student’s home university for credit recognition.

#### Notes

- There is no charge for taking courses, but please check the syllabus of each course as there may be additional fees for textbooks, etc. depending on the course.
- For other precautions, please refer to “Notes for Credit Transfer Courses” on the next page.

## Notes for Credit Transfer Courses

Application	<ul style="list-style-type: none"> <li>• When applying, take into consideration the travel time from your own university or home to the university offering the course.</li> <li>• It should be assumed that courses may not be approved if the courses you wish to take are related to requirements for completing the courses, etc.</li> <li>• For intensive courses, check the vacation period of your university carefully before applying.</li> <li>• Submit one copy of the application form per course to the office of your university within the designated period.</li> <li>• Make sure there are no omissions or errors.</li> <li>• Be sure to confirm the course content on the credit transfer page of Hiroshima Peace Platform.</li> </ul>
Courses and Cancellation of Courses	<ul style="list-style-type: none"> <li>• You should carefully check the dates and times of courses and how to commute to the university offering the course.</li> <li>• Refer to “5 Separate Procedures” in this guidelines and complete the procedures at the university offering the course as soon as possible.</li> <li>• Take courses at the university offering them on a provisional basis until an official decision is made to allow you to take the course.</li> <li>• Do not miss class or abandon the course.</li> <li>• If you wish to withdraw from a course due to unavoidable circumstances, notify your university as soon as possible.</li> <li>• Receive course guidance from the university offering the course.               <ul style="list-style-type: none"> <li>① University Guide</li> <li>② How to purchase textbooks</li> <li>③ Locations of cafeterias and how to use the library</li> <li>④ How to check information on class cancellations</li> <li>⑤ How to take attendance, etc.</li> </ul> </li> <li>※ Note that each university and instructor has a different way of checking class cancellation information and taking attendance.</li> </ul>
Examination	<ul style="list-style-type: none"> <li>• If there is a conflict between an examination for a credit transfer course and an examination at your university, priority will be given to the examination for the credit transfer course. Receive “Certificate of Examination for Credit Transfer Courses” (Form 10) issued by the university offering the course and take a supplementary exam at your university.</li> </ul>
Other	<ul style="list-style-type: none"> <li>• If there is a problem at the university offering the course, contact your university immediately.</li> </ul>

## 5 Class Cancellation Notification Deadline

University	Notification Deadline
Hiroshima University	3term : October 9, 4term : December 9
Hiroshima City University	October 8
Hiroshima Shudo University	September 29

## 6 Separate Procedures

University	Department in Charge Time of Procedure	What to Prepare	
		Photo	Other
Hiroshima University	Education Office Department of Educational Affairs Education Promotion G ~September 16	Unnecessary	Submitted by affiliated university • Letter of recommendation • Applicant list • Application form
Hiroshima City University	Office of Academic Affairs and Faculty Administration, Administrative Office First session of the course	Photo 3.0×2.5 cm Color or black and white, one sheet	
Hiroshima Shudo University	Academic Affairs Center, Academic Affairs Section 3 ~Aug.	2 sheets (4 cm (H) x 3 cm (W))	

## 7 Academic Calendar

University	Second Semester Period	Course Registration Period	Winter Vacation Period	Intensive Lecture Period	Examination Period
Hiroshima University	October 2~ February 6	September 25~ October 8	December 26~ January 5	Not determined	3term : November 25~December 1 4term : February 2~February 6
Hiroshima City University	October 1~ February 5  Classes will be held on Monday, October 15 and November 6. Classes will be held on Monday, November 24. There will be no classes on Friday, January 16.	September 24~ October 7 Except October 3 (Fri.)	December 27~ January 4	There is no period set.	[Third Term subjects] November 21~ November 27 [Fourth term subject] [Semester subject] January 27~ February 5
Hiroshima Shudo University	September 22~ January 20	September 12~ September 19	December 24~ January 4	December 24~ December 27	January 21~ January 27

## 8 Class Hours

		Hiroshima University	Hiroshima City University	Hiroshima Shudo University
1	1	8:45~9:30	9:00~10:30	9:00~10:30
	2	9:30~10:15		
2	3	10:30~11:15	10:40~12:10	10:45~12:15
	4	11:15~12:00		
3	5	12:50~13:35	13:00~14:30	13:05~14:35
	6	13:35~14:20		
4	7	14:35~15:20	14:40~16:10	14:50~16:20
	8	15:20~16:05		
5	9	16:20~17:05	16:20~17:50	16:30~18:00
	10	17:05~17:50		
6	Night1	18:00~18:45	18:00~19:30	18:30~20:00
	Night2	18:45~19:30		
7	Night3	19:40~20:25		
	Night4	20:25~21:10		

## 9 Examination Time 1

University	1st	2nd	3rd	4th	5th	6th	7th
Hiroshima University	8:45~10:15	10:30~12:00	12:50~14:20	14:35~16:05	16:20~17:50	18:00~19:30	19:40~21:10
Hiroshima City University	9:00~10:30	10:40~12:10	13:00~14:30	14:40~16:10	16:20~17:50		
Hiroshima Shudo University	9:00~10:30	10:45~12:15	13:05~14:35	14:50~16:20	16:30~18:00	18:30~20:00	

## 10 Examination Time 2

University	Day and Time of the Exam			Intensive Lecture Exam		
	Day and Time of the Course	Class Schedule for the Exam	Other	Within the Intensive Lecture Period	Within the Exam Period of the First or Second Semester	Other
Hiroshima University	○			○		
Hiroshima City University	○			○		
Hiroshima Shudo University		○		○		



## 11 Contact Information

University	Location Phone Number	Access	Notes
Hiroshima University	Address: 1-7-1 Kagamiyama, Higashi-Hiroshima City, Hiroshima, Japan 739-8514 Tel: 082-424-2434	Please refer to the following website. <a href="https://www.hiroshima-u.ac.jp/en/access/higashihiroshima">https://www.hiroshima-u.ac.jp/en/access/higashihiroshima</a>	
Hiroshima City University	Hiroshima-shi, Asaminami-ku, Ozukahigashi 3-4-1 City 082-830-1504	Take the JR Sanyo Line to 'Yokogawa' or take a bus from the bus center to 'ShiritsuDaigaku-mae' (directly in front of the main gate of the university) or get off at 'Numata Tollgate-mae' (approximately an 8-minute walk to the university). <a href="http://www.hiroshima-cu.ac.jp">http://www.hiroshima-cu.ac.jp</a>	Students enrolled in the credit transfer program are not permitted to commute by private car. However, if you wish to commute by motorized bicycle or motorcycle, please let us know.
Hiroshima Shudo University	Academic Affairs Center, Academic Affairs Section 3 Hiroshima Shudo University, 1-1-1, Ozuka-higashi, Asaminami-ku, Hiroshima 731-3195, JAPAN 082-830-1123	Please refer to the following website. <a href="https://www.shudo-u.ac.jp/access.html">https://www.shudo-u.ac.jp/access.html</a>	

## Hiroshima Platform for Peace Studies and Education (Hiroshima Peace Platform)

On January 15, 2024, the City of Hiroshima, Hiroshima University, Hiroshima City University, and the Hiroshima Peace Culture Foundation established the Hiroshima Platform for Peace Studies and Education (Hiroshima Peace Platform).

The Organization will promote cooperation among universities and between universities and local governments and peace-related organizations in research and education related to peace. It will engage in the following activities with the aim of creating a major trend toward peace by rooting the desire for a peaceful world without nuclear weapons in the public opinion of civil society around the world.

- 1 Research on peace
- 2 Education and human resource development related to peace
- 3 Dissemination of information and proposals concerning peace
- 4 Other activities necessary to achieve the objectives

### Secretariat for Hiroshima Peace Platform

〒730-0051 9F Otemachi Heiwa Building, 4-1-1 Otemachi, Naka Ward, Hiroshima City

Tel : 082-207-2516 E-mail : [info@hpf-peace.jp](mailto:info@hpf-peace.jp)

HP : <https://www.city.hiroshima.lg.jp/kikouseturitu/index.html>



ヒロシマ平和研究教育機構

HIROSHIMA PLATFORM FOR PEACE STUDIES AND EDUCATION