

*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 prevail.

Regulations concerning the GPA System of the Tokyo University of Foreign Studies for Undergraduate Courses

January 13, 2021
Regulation No. 2

Article 1 (Purposes)

The purposes of these regulations are to specify necessary details concerning the GPA (Grade Point Average) system of the Tokyo University of Foreign Studies (“TUFS”) for undergraduate courses, thereby increasing students’ motivation for learning and contributing to providing appropriate educational guidance, and to promote rigorous evaluation of academic performance to improve the quality of students’ learning.

Article 2 (Evaluation and Grade Points)

The following table shows grade points that are awarded to students for courses completed:

Percentage points	Letter grade	Grade points
100-90	S	4.0
89-87	A+	3.7
86-83	A	3.3
82-80	A-	3.0
79-77	B+	2.7
76-73	B	2.3
72-70	B-	2.0
69-67	C+	1.7
66-63	C	1.3
62-60	C-	1.0
59-0	F	0.0

Article 3 (GPA Types and Calculation Methods)

1. There are three types of GPA used at TUFS: a GPA that shows a student’s academic conditions and performance during the quarter concerned (“Quarterly GPA”), a GPA that shows a student’s academic conditions and performance during the academic year concerned (“Yearly GPA”), and a GPA that shows a student’s academic conditions and performance during the entire period in which the student is enrolled at TUFS (“Cumulative GPA”).

2. Methods for calculating the Quarterly GPA, Yearly GPA, and Cumulative GPA are provided in the following items. (All figures are rounded off to one decimal place.)

(1) Formula for calculating the Quarterly GPA

$$\text{Quarterly GPA} = \frac{\text{Total grade points for courses enrolled in during the quarter concerned}^1)}{\text{Total number of credits for courses enrolled in during the quarter concerned}}$$

¹⁾ For each course enrolled in during the quarter, multiply the grade points by the number of credits assigned to the course, and then add these results together.

(2) Formula for calculating the Yearly GPA

$$\text{Yearly GPA} = \frac{\text{Total grade points for courses enrolled in during the academic year concerned}^{2)}}{\text{Total number of credits for courses enrolled in during the academic year concerned}}$$

²⁾ For each course enrolled in during the academic year, multiply the grade points by the number of credits assigned to the course, and then add these results together.

(3) Formula for calculating the Cumulative GPA

$$\text{Cumulative GPA} = \frac{\text{Total grade points for courses enrolled in during the entire period}^{3)}}{\text{Total number of credits for courses enrolled in during the entire period}}$$

³⁾ For each course enrolled in during the entire period in which the student is enrolled at TUFSS, multiply the grade points by the number of credits assigned to the course, and then add these results together.

Article 4 (Courses Used for GPA Calculation)

1. Only TUFSS's undergraduate courses for which grades are awarded and whose credits can be included in credits for graduation shall be used for GPA calculation.

2. Notwithstanding the provisions of the previous paragraph, the courses listed in the following items shall not be used for GPA calculation:

- (1) Foundation Courses: Academic Literacy
- (2) Liberal Arts Courses: Career and Collaboration Courses, Onsite Education Courses
- (3) Courses certified to be equivalent to TUFSS's courses

Article 5 (Treatment of Courses Repeated)

1. If a student receives an "F" grade in a course, repeats the course, and earns a passing grade, the new grade shall replace the initial failing grade and be used for GPA calculation.

2. Courses in the School of Language and Culture Studies and the School of International and Area Studies that may be repeated to improve grades, as described in the previous paragraph, are listed in the following items:

- (1) Major Language Courses: Major Language XXXX I, Major Language XXXX II, Major Language (Uzbek)
- (2) Major Courses: Seminar Courses, Research Seminar Courses
- (3) Graduation Project: Graduation Project

3. Courses in the School of Japan Studies that may be repeated to improve grades, as described in paragraph 1, are listed in the following items:

- (1) Language Courses: Fundamental Japanese Courses, Specialized Courses on Japanese Language Skills
- (2) Project-Based Courses: Collaborative Projects
- (3) Introductory Courses: Introductory Courses
- (4) Major Courses: Seminar Courses, Research Seminar Courses
- (5) Graduation Project: Graduation Project

Article 6 (Displaying GPAs on Documents)

GPAs may be displayed on the documents listed in the following items:

- (1) Transcript
- (2) TUFSS Diploma Supplement
- (3) Other documents deemed necessary by TUFSS

Article 7 (Miscellaneous Provisions)

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

(Supplemental Provisions)

1. These regulations shall take effect on April 1, 2021.

2. For students who are enrolled in the School of Language and Culture Studies or the School of International and Area Studies and entered TUFSS in academic year 2019 or 2020, "Basic Seminar" shall be added to article 4, paragraph 2, item (1).