



EMORY  
COLLEGE  
OF ARTS AND  
SCIENCES

## Study Abroad

Office of International and  
Summer Programs

### Semester Program Study Abroad Credit and Grade Translation Memo

**Program:** Kwansei Gakuin University, Japan

**Date Revised:** June 2016

When studying abroad, students should be aware that there are different credit and grading systems overseas that vary by program. The information contained in this memo is correct to the best of Emory College Study Abroad's knowledge as of the date posted above. This memo has been created using information provided by the study abroad program, in consultation with colleagues at other institutions utilizing the same study abroad program, and/or per guidelines or commonly used practices in the field of international education and education abroad. Students should also be aware that changes are possible at any time, and Emory College Study Abroad will notify students of any changes as soon as possible.

#### COURSE APPROVAL PROCESS

Students must obtain approval for ALL courses taken abroad and must consult with the appropriate departmental Faculty Study Abroad representative at Emory for course approvals that are **NOT** already blanket approved. Students should not take classes for which they cannot obtain approval. Once the overseas transcript arrives at the Office of International and Summer Programs (OISP), the transcript will not be processed until ALL of the approvals have been submitted.

#### CREDIT TRANSLATION

Students typically take one or two Japanese language classes five to six classes in other disciplines (Economics, Political Science, Sociology, History, etc). The number of courses depends on whether students enroll in the Japanese Language Studies Module or the Japan and East Asia Studies Module. Emory will transfer the credits as listed on the KGU transcript. Credits should total 16-18 hours.

#### Grade Translation

Emory will transfer the grades as follows:

Kwansei Gakuin mark	EMORY translated letter grade
100-91	A
90-80	A-
79-77	B+
76-73	B
72-70	B-
69-67	C+
66-63	C
62-60	C-
59-57	D+

56-53	D
52-50	D-
49-	F

The grades will be recorded on the Emory transcript and will factor into the GPA.