

# **Tokyo International University Rules**

Last revised on May 30, 2019

## **Chapter 1: Purpose and Mission of the University**

### **Article 1 (Purpose and Mission)**

The purposes and mission of Tokyo International University (hereinafter “University”) shall be — in accordance with the Fundamental Law of Education and the School Education Law, and based on the spirit in which the University was established — to teach students, and to carry out research, in a broad range of general-knowledge subjects, to provide advanced learning closely relating to society, and to cultivate students so that they greatly develop their knowledge, courage, and foresight, so as to contribute to the welfare of humanity and the development of culture.

### **Article 1-2 (Intra-University Inspections and Evaluations)**

1. In order to improve the level of the University’s educational and research activities, and to achieve the purposes and mission set forth in the preceding article, the University shall on its own conduct inspections and evaluations regarding the state of the University’s educational and research activities, and shall make public the results of such inspections and evaluations.
2. The inspections and evaluations referred to in the preceding paragraph shall be provided for separately.

### **Article 1-3 (Proactive Provision of Information)**

1. The University shall proactively provide information concerning the details of its education and research activities and the like by having such information published or by widely disseminating such information in other ways.
2. Conditions regarding the provision of the information referred to in the preceding paragraph shall be provided for separately.

## **Chapter 2: Years of Study Required for Graduation; Maximum Period of Enrollment; Academic Year; Academic Term; University Holidays**

### **Article 2 (Years of Study Required for Graduation)**

1. Four years of study shall be required to graduate from the University.
2. Notwithstanding the preceding paragraph, if the University deems that a person who has been enrolled at the University for three years or longer has earned the credits required for graduation and has achieved excellent course grades, the University may approve graduation of the student. The president of the University (hereinafter “president”) may separately provide conditions for such approval.
3. Notwithstanding the preceding paragraph, three years of study shall be required for

-graduation of a person who enters the University after one year of study elsewhere in accordance with Article 28, and two years of study shall be required for graduation of a person who enters the University after one year of study elsewhere in accordance with Article 28.

4. Notwithstanding Paragraph 1 of this article, the years of study required of a university graduate who enters an undergraduate program at the University in accordance with Article 29 shall be two (2) years.

### **Article 3 (Maximum Period of Enrollment)**

1. The maximum period that a student may be enrolled at the University is eight years. However, a student's period of permitted absence from University classes shall not be included in calculating the student's period of enrollment.

2. Notwithstanding the preceding paragraph, the maximum period of enrollment of a student who has entered the University in accordance with Article 28 or Article 29 cannot exceed the period calculated by adding four years to the duration of study for courses.

### **Article 4 (Academic Year)**

1. The academic year shall start on April 1 and shall end on March 31 of the next year.

2. Students may be admitted to and graduate from the University in accordance with breaks between academic terms, as provided for in the following article, even in the middle of the academic year provided for in the preceding paragraph.

### **Article 5 (Academic Term)**

An academic year shall be divided into the "spring semester" and the "fall semester." The timing of the starting and ending of each semester shall be determined based on the calendar for the corresponding academic year. However, the president may change the timing of the starting and ending of semesters.

### **Article 6 (University Holidays)**

1. The University's holidays, days on which the University will be closed, shall be as follows. However, the University may offer classes or give examinations even on University holidays.

a. Sundays

b. Public holidays provided for by the National Holidays Law

c. Anniversary of the founding of the University: October 23

d. Summer vacation: August 1 —August 31

e. Winter vacation: December 25—March 31

2. Days on which the University shall be temporarily closed, and other changes of the University's schedule, shall be determined on a case-by-case basis.

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**-Chapter 3: Organization of Schools and Departments; Purposes and Admission;  
Total Enrollment of Schools and Departments**

**Article 7 (Schools and Departments)**

The University hereby establishes the following schools and departments:

School of Business and Commerce

- Department of Business and Commerce (daytime program)
- Department of Business Administration (daytime program)

School of Economics

- Department of Economics (daytime program)

School of International Relations

- Department of International Relations (daytime program)
- Department of Media and Communication Studies (daytime program)

School of Human and Social Sciences

- Department of Social Welfare and Psychology (daytime program)
- Department of Human Development and Sport Sciences (daytime program)
- Department of Sport Sciences (daytime program)

School of Language Communication

- Department of English Communication (daytime program)
- Department of Chinese Language and Culture (daytime program)

**Article 7-2 (Purposes of Schools and Departments)**

In order to foster the development of each student's character, to produce talented and capable graduates, and to promote education and research, the purposes of the schools and departments listed in the preceding article shall be as follows:

1. The School of Business and Commerce shall produce graduates who understand the systems of various domestic and international businesses, and who are able to respond to a wide range of business issues in a practical way.

- a. The Department of Business and Commerce shall produce graduates who have the specialized knowledge required in business and who are able to apply such knowledge in business activities.
- b. The Department of Business Administration shall produce graduates who have the specialized knowledge and practical abilities necessary in business administration and who can apply that knowledge and those abilities to issues in the real world.

2. The School of Economics shall produce graduates who have a sound understanding of economic theories and who have the practical abilities to be able, as a person living in an international society, to engage in economic activities in various fields anywhere in the world.

- a. The Department of Economics shall produce graduates who have the practical abilities to solve problems in the various scenes of economic society, based upon logical thinking and knowledge of economics as a standard.

- 3. The School of International Relations shall produce graduates who understand the nature of the world's diversified international society, and who can play an active part in the world by applying theory in real-world situations.
  - a. The Department of International Relations shall produce graduates who understand international issues from a variety of perspectives and who, as global citizens, have the wisdom and abilities to understand actual international issues and to take action regarding such issues.
  - b. The Department of Media and Communication Studies shall produce graduates who aim to realize a truly tolerant, pluralistic society through the transmission and reception of accurate information from a variety of international points of view.
4. The School of Human and Social Sciences shall produce graduates who, through an understanding of culture, the public welfare, psychology, and sports, are able to explore the relationships between society overall and the people who comprise it, and who have the knowledge to contribute to the social good with kindness and courage, for the happiness of others.
  - a. The Department of Social Welfare and Psychology shall produce graduates who can understand the various problems of a modern society in terms of the public welfare and psychology, and who have the specialized knowledge and comprehensive techniques to help solve such problems.
  - b. The Department of Human Development and Sport Sciences shall produce graduates who have the knowledge, sports skills, and other abilities required to take action and to provide the leadership necessary to contribute to the social well-being, both mental and physical.
  - c. The Department of Sport Sciences shall produce graduates who, based on a comprehensive understanding of human physiology, aim to be athletes having wide and deep insights into international culture and a rich sense of humanity, and/or who aim to become sports coaches.
5. The School of Language Communication shall produce graduates who have a knowledge of, and skills in, international communications, and who have the practical skills and specialized knowledge to be active in the international community.
  - a. The Department of English Communication shall produce graduates who, based on their having a high level of English-language abilities, are able to integrally explore the theories and practices necessary for international communications, and who can contribute to the international community.
  - b. The Department of Chinese Language and Culture shall produce graduates who, based on their high level of Chinese-language abilities can comprehensively explore the histories, philosophies, and cultures of Chinese-speaking countries, and who can contribute to the international community.

#### **Article 8 (Admission Capacity and Total Enrollment)**

The maximum annual admissions of each of the University's schools and departments shall be as set forth in the following table.

<b>School</b>	<b>Department</b>	<b>Annual Admission</b>	<b>Total Enrollment</b>
School of Business and Commerce	Department of Business and Commerce	250	1,000
	Department of Business Administration	150	600
School of Economics	Department of Economics	255	1,020
School of International Relations	Department of International Relations	130	520
	Department of Media and Communication Studies	100	400
School of Human and Social Sciences	Department of Social Welfare and Psychology	100	400
	Department of Human Development and Sport Sciences	160	640
	Department of Sport Sciences	150	600
School of Languages Communication	Department of English Communication	130	520
	Department of Chinese Language and Culture	30	120
<b>Totals</b>		<b>1,455</b>	<b>5,820</b>

**Article 9 (Special Courses for Foreign Students)**

1. The University shall establish special courses for foreign students.
2. Information concerning the special courses for foreign students shall be provided separately.

**Chapter 4: Graduate Schools and Affiliated Organizations**

**Article 10 (Graduate Schools)**

1. The University shall establish graduate schools.
2. Regulations regarding the graduate schools shall be provided separately.

**Article 11 (Affiliated Organizations)**

1. The University shall establish the following affiliated organizations.
  - a. A Japanese-language school; and
  - b. Tokyo International University of America (Salem, Oregon, U.S.A.)

**Article 12 (Sister Schools and Partner Schools)**

1. The University shall establish sister schools and partner schools within Japan and abroad.
2. Students from sister schools and partner schools shall be admitted to and allowed to study at the University pursuant to agreements made between the University and each

-respective sister school or partner school.

## **Chapter 5: Course Subjects and Credits**

### **Article 13 (Courses and Methods of Taking Classes)**

1. The types of course and the respective credits thereof shall be as provided for in Table 1 appended hereto.
2. The University may offer courses other than those referred to in the preceding paragraph if it deems that such would be educationally effective.
3. The methods of taking courses shall be set forth in the Rules for Course Registration provided for separately.

### **Article 14 (Calculation of Course Credits)**

1. Credits for courses offered by the University shall be calculated as follows.
  - a. One course credit shall normally be given for content that requires a total of 45 hours of in-class time and study/work-time, and the number of credits shall be calculated based on the following standards, in light of the educational effects of a course and the study/work-time necessary outside of in-class hours, depending on the teaching methods of each individual course:
    - 1) Lectures and seminars: one credit shall be granted for a 15-week course having one in-class hour lesson per week.
    - 2) Foreign-language classes and foreign-book-reading classes: one credit shall be granted for a 15-week course having two in-class hour lessons per week.
    - 3) Laboratory classes, practical training, and skills-practice courses: one credit shall be granted for a 15-week course having two in-class hour lessons per week in a laboratory, at a training site, or the like.
  - b. If a student passes a course's examination(s), the University shall deem that the student has completed the course, and shall grant to the student the designated credit(s).
  - c. The University shall evaluate the quality of a graduation thesis in light of the student's knowledge of the subject as demonstrated by the thesis, and shall grant to the student four credits if the quality of the thesis is evaluated as satisfactory.

### **Article 15 (Credits Acquired at Other Universities, Junior Colleges, etc.)**

1. The University, if it deems it to be educationally effective, may regard up to 60 credits that a University student has acquired by completing one or more courses at one or more other universities or junior colleges, as credit(s) acquired by completing course(s) at the University.
2. The preceding paragraph shall apply mutatis mutandis where a student takes courses at a foreign university or foreign junior college, or where a student takes correspondence courses conducted in Japan by a foreign university or a foreign junior college.

**-Article 15-2 (Learning at Educational Institutions Other than a University)**

1. The University, if it deems it to be educationally effective, may deem that a University student's learning at a junior college or via an advanced course at a college of technology or other educational institution specified separately by the Minister of Education, Culture, Sports, Science and Technology, to be his/her taking of one or more courses at the University, up to a maximum of 60 credits.
2. The number of credits deemed to have been acquired at the University in accordance with the preceding paragraph shall not exceed 60 credits, including the number of credits deemed to have been acquired at the University in accordance with the preceding Article.

**Article 16 (Credits Acquired Prior to Admission to the University)**

1. The university, if it deems it to be educationally effective, may deem that credits that a University student has acquired by completing class subjects at one or more other universities or junior colleges prior to being admitted to the University (including credits the student acquired as a specially registered non-degree student at the University, other university(ies), or junior college(s)), and its student's learning at educational facilities or the like referred to in Paragraph 1 of the preceding article, to be credits that he/she has acquired at the University, up to a maximum of 60 credits.
2. The number of credits deemed to be acquired at the University in accordance with the preceding paragraph shall not exceed 60 credits, together with the number of credits deemed to be acquired at the University in accordance with Paragraph 1 and Paragraph 2 of Article 15, and Paragraph 1 of the preceding article, excluding cases of mid-program admission and admission of a university graduate to an undergraduate program.

**Article 17 (School Teacher's Certificate)**

1. A person who intends to obtain a school teacher's certificate must earn credits in the subjects prescribed by the Educational Personnel Certification Law and the enforcement ordinance relating thereto. The methods of earning credits for such subjects shall be as set forth in the Rules for Teacher Training Course Registration provided for separately.
2. The types of teacher's certificate for which the required credits can be obtained in particular schools and departments of the University shall be as specified in the following table.

<b>School</b>	<b>Department</b>	<b>Types of Teacher's Certificate (Subject of Certificate)</b>	
School of Human and Social Sciences	Department of Human	Junior high school first-class teacher's certificate	(Health and physical education)
	Development and Sports Sciences	Senior high school first-class teacher's certificate	(Health and physical education)

	Department of Sports Sciences	Junior high school first-class teacher's certificate	(Health and physical education)
		Senior high school first-class teacher's certificate	(Health and physical education)
School of Language Communication	Department of English Communication	Junior high school first-class teacher's certificate	(English)
		Senior high school first-class teacher's certificate	(English)

**Article 18 (Deleted)**

**Article 18-2 (Deleted)**

**Article 18-3 (Deleted)**

**Article 18-4 (Qualifications for Taking the National Examination for Certified Social Workers)**

A person who intends to qualify for taking the National Examination for Certified Social Workers must, in accordance with the Certified Social Worker and Certified Care Worker Act and the Ordinance for Enforcement thereof, take and earn credits in the required courses in the Department of Social Welfare and Psychology in the School of Human and Social Sciences, as listed in Table 1-2.

**Article 18-5 (Qualifications for Taking the National Examination for Certified Psychiatric Social Workers)**

A person who intends to qualify for taking the National Examination for Certified Psychiatric Social Workers must, in accordance with the Certified Psychiatric Social Worker Act and the Ordinance for Enforcement thereof, take and earn credits in the required courses in the Department of Social Welfare and Psychology in the School of Human and Social Sciences, as listed in Table 1-3.

**Chapter 6: Examinations and Assessments**

**Article 19 (Examinations)**

1. Regular examinations and supplementary examinations shall be given at the end of the semester or during a specified period during the semester.
2. The procedures for implementing examinations as set forth in the preceding Paragraph shall be those set forth in the "Rules regarding Regular Examinations, etc.," provided for separately.

**Article 20 (Assessments)**

1. End-of-term examinations and supplementary examinations shall be graded on a basis

-of 100 points, and the passing grade shall be 60 points. The academic achievement on an examination shall be graded as follows: A (96 points–100 points), A- (92 points–95 points), B+ (88 points–91 points), B (84 points–87 points), B- (80 points–83 points), C+ (76 points–79 points), C (72 points–75 points), C- (68 points–71 points), D+ (64 points–67 points), D (60 points–63 points), and F (59 points or less). A grade of F shall be a failing grade.

2. Notwithstanding the provisions of the preceding paragraph, examinations in courses specified by the president may be graded on a Pass (P)-Fail (F) basis only.

## **Chapter 7: Graduation and Conferment of Degree**

### **Article 21 (Graduation)**

1. The graduation requirements for the University shall be as follows.
  - a. The president shall confer a bachelor's degree on a student who has been enrolled at the University for four years or longer, who has completed the prescribed courses, and who has acquired the number of credits specified in Table 2 appended hereto. For some of the courses listed as required in Table 2, however, a student who may be deemed to have already learned the corresponding target content may, at the discretion of the president, receive an exemption from taking said required courses and apply other courses and his or her credits earned therein toward the applicable requirements.
  - b. If Paragraph 2 of Article 2 is applied to a student, the University may approve his/her graduation on the condition that he/she has been enrolled at the University for three years or longer.
  - c. The years of enrollment required at the University per Paragraph 1 of this article shall be three years for a person who enrolls at the University as a second-year student, and shall be two years for a person who enrolls at the University as a third-year student, and shall be two years for a university graduate who enrolls at the University to be a student in an undergraduate program at the University.
2. The types of degrees conferred by the University shall be as set forth in the Tokyo International University Degree Rules provided for separately.

### **Article 22 (Deleted)**

## **Chapter 8: Admissions, Transfers, and Other Matters relating to Enrollment**

### **Article 23 (Deleted)**

### **Article 24 (Qualifications for Admission)**

1. Any person who satisfies any of the following conditions shall be admitted to the University.
  - 1) A person who is a graduate of a high school or a secondary school;
  - 2) A person who has completed a twelve-year ordinary-curriculum education (including a person who has completed a curriculum that corresponds to the ordinary-curriculum education);

- 3) A person who has completed twelve-years of school in one or more foreign countries, or who the Minister of Education, Culture, Sports, Science and Technology has deemed to be equivalent thereto.
- 4) A person who has completed the courses of a foreign educational institution regarding which the Minister of Education, Culture, Sports, Science and Technology has approved as having courses equivalent to those of a high school.
- 5) A person whom the Minister of Education, Culture, Sports, Science and Technology deems should be admitted to the University.
- 6) A person who has passed the Upper Secondary School Equivalency Examination in accordance with the Upper Secondary School Equivalency Examination Regulations (including a person who has passed the University Entrance Qualification Examination in accordance with the aforementioned regulations.
- 7) A person whom the University deems, by individual qualifications screening for entrance eligibility, as having academic ability equivalent to or higher than that of a graduate of a high school, and who is 18 years of age or older.

**Article 25 (Application for Admission)**

1. An applicant for admission must submit, not later than the date specified below, the documents specified below, along with an examination fee.
  - a. An application for admission.
  - b. A transcript of the applicant's school record from the school(s) from which the applicant has graduated.
2. Details of the examination fee including any reduction thereof or exemption therefrom shall be provided for separately.

**Article 26 (Admission Examination)**

1. An admission examination shall be given to each applicant for admission.
2. The president shall approve the admission of an applicant who has passed the admission examination and has satisfactorily completed the specified application procedures.

**Article 27 (Admission Procedures)**

A person who is admitted must promptly submit the prescribed documents.

**Article 28 (Admission for Mid-Program Entry)**

The University may admit for mid-program entry a person from another university (including a person who is a graduate of a junior college or a college of technology, or who has completed specialized courses of study at a vocational school, provided that the person is eligible for mid-program entry to a university as provided for by School Education Law Article 82-10, with the University to determine at which of the University's four year levels the person will be admitted, based on screening of the person, and only if, in terms of total enrollment, the University can afford to admit the person.

**-Article 29 (Admission of University Graduates to an Undergraduate Program)**

A person who has a bachelor's degree may be admitted to the third year of the University's four-year levels, based on screening of the person, but only if, in terms of total enrollment, the University can afford to admit the person.

**Article 30 (Inter-School and Inter-Department Transfers)**

A person who is enrolled at the University may transfer to another school or another department within a school, only if, based on screening of the person, there are reasonable grounds for such a transfer, and only if, in terms of total enrollment, the school or department can afford to admit the person.

**Article 31 (Transfer to Another University)**

A person must obtain prior permission of the University to transfer to another university.

**Article 32 (Study Abroad or Temporary Study at another University in Japan)**

1. A student may study at a foreign university or another domestic university while enrolled at the University if such study is approved by the president.
2. The period of study set forth in the preceding paragraph may be included in the duration of study for courses provided for in Article 2.
3. Conditions regarding study abroad or temporary study at another university in Japan shall be provided for separately.

**Article 33 (Permitted Absence from University Classes)**

1. The University may permit a student to be absent from University classes due to illness or any other unavoidable cause(s). However, the period of such absence shall be within the applicable semester, except for a student who obtains permission in advance.
2. The period of permitted absence may not exceed four years in total.
3. The period of permitted absence for a person who has entered the University as a second-year student by mid-program admission in accordance with of Article 28, may not exceed three years in total, and the period of permitted absence for a person who has entered the University as a third-year student may not exceed two years in total.
4. The period of permitted absence for a university graduate who has entered an undergraduate program of the University in accordance with Article 29 may not exceed two years in total.
5. A person who is absent from University classes with permission must pay his/her school fees. However, conditions regarding the reduction of, or exemption to pay, the school fees shall be provided for separately.
6. A person who is absent from University classes with permission must obtain permission to again attend classes at the University.

**-Article 34 (Cancellation of Permitted Absence and Return to Classes)**

1. If the reason(s) for a permitted absence cease to exist within one month from the date that such permission is granted, a request to cancel the permitted absence may be submitted by the student.
2. If the period of a permitted absence exceeds one month, the student must obtain permission to again attend classes, and may begin to again attend classes at the start of the next semester.

**Article 35 (Withdrawal from the University)**

1. A student who intends to withdraw from the University must in advance request permission to do so and must submit reasons for the request.
2. If a student who withdraws from the University in accordance with the preceding paragraph requests readmission, the University may permit his/her readmission.

**Article 36 (Removal from the List of Registered Students)**

1. A student to whom any of the following applies shall be removed from the University's list of registered students.
  - 1) A person who, without a valid reason, fails to pay his/her required school fee(s) by the specified date.
  - 2) A person who does not return to classes after expiration of a specified period of permitted absence.
  - 3) A person whose enrollment period has exceeded the limit provided for in Article 3.
  - 4) A person regarding whom it has become obvious will not be able to graduate from the University within the limit of the enrollment period provided for in Article 3.
  - 5) A person who does not respond to repeated communications, summonses, or the like from the University, or who becomes missing.
  - 6) A person who fails to follow other procedures specified by the University.
2. In principle, a person who has been removed from the list of the University's registered students in accordance with the preceding paragraph may not be readmitted.
3. The procedures for the reinstatement of students who have been removed from the list of the University's registered students shall be provided separately.

**Article 37 (Specially Registered Non-Degree Students)**

1. The University may admit as a specially registered non-degree student a person who is not a student of the University but who wants to acquire course credits.
2. Necessary matters regarding specially registered non-degree students shall be provided for separately.

**Article 38 (Deleted)**

**Article 39 (Foreign Students; Returnee Students)**

1. The University may admit as a foreign student a person who has entered Japan with an

-aim of receiving an education, and who wants to be admitted by the University, after screening of the person.

2. The courses available to foreign students, the conditions for their taking classes, the requirements for them to advance to the next year of study, and the requirements for their graduation shall be provided for separately.

3. The University may admit as a returnee student a person who has returned to Japan after receiving a secondary education (corresponding to that at a junior high school or a senior high school) in a foreign country, and who wants to be admitted by the University, after screening of the person.

4. The courses available to returnee students, the conditions for their taking classes, the requirements for them to advance to the next year of study, and the requirements for their graduation shall be provided for separately.

## **Chapter 9: Fees and Charges**

### **Article 40 (Payments Due upon Admission)**

1. A person who is admitted to the University must pay by the prescribed date(s) an entrance fee and other University fees and charges as provided for separately.

2. If a person who has completed admission procedures gives notice, by the prescribed date, that he/she has decided not to enroll at the University, the University shall refund to the person the University fees and charges paid except for the entrance fee paid.

### **Article 40-2 (Other Fees)**

1. University's fees and other charges incurred by a student enrolled at the University must be paid by the prescribed date(s).

2. If a student notifies the University, by the prescribed date, of his/her planned absence from University classes or that he/she is withdrawing from the University, the University shall refund the money paid by the student, in accordance with the conditions separately provided therefor.

### **Article 41 (Reduction and Exemption of Money Due)**

Conditions regarding the reduction, or exemption from payment, of money due to the University shall be provided for separately.

## **Chapter 10: Commendations and Punishments**

### **Article 42 (Commendations)**

1. A person who is deemed a model for other students may be commended by the president after a resolution affirming such commendation has been adopted by the Executive Committee.

2. Conditions regarding commendations shall be provided for separately.

### **Article 43 (Disciplinary Action)**

- 1. If a student violates any law, ordinance, University regulation, or other rule, or engages in behavior contrary to KOTOKUSHIN -the founding spirit of the University-, the president shall take disciplinary action against the student after discussion of the violation at the Executive Meeting based on the Admission and Student Affairs Committee's opinions affirming such disciplinary action.
2. Said disciplinary action shall be a reprimand, suspension from the University, or expulsion from the University.
3. Any disciplinary action to be taken against a student and the necessary procedures therefor shall be, respectively, in accordance with "The Criteria for the Disciplinary Actions to be Taken against Students of Tokyo International University" and "The Rules for the Procedures regarding Disciplinary Actions to be taken against Students of Tokyo International University", both of which are to be provided for separately.

#### **Article 44 (Expulsion from the University)**

1. Any person to whom of the following applies shall be expelled from the University.
  - 1) A person whose scholarly achievement is poor, and who is not likely to complete University courses; or
  - 2) A person who without any justifiable reason does not regularly attend classes; or
  - 3) A person who fails in his/her responsibilities as a student, such as by disrupting discipline and order in the University; or
  - 4) A person who persistently misbehaves.
2. A person who is expelled in accordance with the preceding paragraph shall not be readmitted.

### **Chapter 11: Scholarships**

#### **Article 45 (Granting Scholarships and Awarding Privileges)**

The University shall establish systems for granting various scholarships and for awarding various privileges. These systems shall be provided for separately.

### **Chapter 12: Various Procedures relating to Student Life**

#### **Article 46 (Campus Living)**

Matters concerning general campus life shall be implemented pursuant to the Rules for Campus Life provided for separately.

#### **Article 47 (Job-Hunting Activities)**

Job-hunting activities by students shall be conducted pursuant to the Job-Hunting Activities Guidelines.

#### **Article 48 (Use of Library)**

The University library shall be used pursuant to the Library-Use Guidelines.

#### **-Article 49 (Other Procedures)**

All other procedures regarding student life, such as a student's enrollment record, administrative processes, class attendance, and so on shall be established and administered pursuant to the University Procedures Guidelines provided for separately.

### **Chapter 13: Administrators, Faculties, and Organization Thereof**

#### **Article 50 (Administrators and Faculties)**

1. The University shall have officers as follows: a president, vice-presidents, deans, and department chairpersons. Assistants or advisors may be assigned to said officers.
2. The University shall have professors, associate professors, assistant professors, assistant professors ("JOKYO"), and teaching assistants. The University may also have professors emeritus, visiting professors, and part-time lecturers. These shall be provided for separately.

#### **Article 51 (Faculties)**

1. The University shall establish a faculty.
2. The faculty shall offer its opinions to the president concerning the following matters regarding education and research:
  - 1) admission, graduation, and completion of education of students;
  - 2) conferring of degrees;
  - 3) other matters that the president deems important in terms of educational and research considerations and necessary to be discussed at a faculty meeting.
3. The organization and operations of the faculties shall be provided for separately.

#### **Article 52 (Deleted)**

Chapter 14: Responsibilities of the University and Faculties regarding International Exchange Programs

#### **Article 53 (Responsibilities regarding International-Exchange Programs)**

The responsibilities of the University and faculty members regarding international-exchange programs shall be provided for separately.

### **Chapter 15: Clerical Work**

#### **Article 54 (Clerical Workers)**

1. The University shall have clerical employees as necessary.
2. The organization of clerical employees shall be provided for separately.

### **Chapter 16: Revision or Abolition Procedures**

#### **Article 55**

-The revision or abolition of these Rules shall be effected by the Chancellor and Chair of the Board of Trustees of the University Foundation after a discussion thereof by the University's Board of Trustees. However, modification(s) of matters that require the approval of the Minister of Education, Culture, Sports, Science and Technology shall be subject to such approval.

### **Supplementary Provisions**

These Rules as revised shall be effective and enforced as of September 1, 2019.