

Ritsumeikan Asia Pacific University Regulations

December 22, 1999

Regulation No. 450

Chapter 1: General Provisions

Section 1: Purpose

Article 1 (*Purpose*)

The purpose of the University is, in accordance with the general principles and methods of education set forth in the Basic Act on Education, to serve as a center of scholarship by imparting broad knowledge and by conducting education and research in specialized academic fields related to the Asia Pacific region, thereby fostering intellectual, moral, and practical abilities.

Article 1-2 (*Self-Assessment and Evaluation*)

- 1 In order to enhance the standards of education and research and to achieve its purpose and social mission, the University shall conduct self-assessment and evaluation of the status of its education and research activities, and shall publicly disclose the results.
- 2 In addition to the measures set forth in the preceding paragraph, the University shall undergo certified evaluation and accreditation by an accredited evaluation body with respect to the overall status of its education and research activities.

Article 1-3 (*Information Disclosure*)

The University shall actively disclose information regarding its education and research activities through publications and other methods that enable wide public access.

Section 2: Organization

Article 2 (*Colleges*)

- 1 The University shall establish the College of Asia Pacific Studies, the College of International Management, and the College of Sustainability and Tourism.
- 2 The departments, student admission capacity, second-year transfer enrollment (from higher professional school or junior college), third-year transfer enrollment (from higher professional school or junior college), and total enrollment capacity of each College set forth in the preceding paragraph shall be as follows:

College	Department	Admission Capacity	2nd-Year Transfer Capacity (from higher professional school or junior college)	3rd-Year Transfer Capacity (from higher professional school or junior college)	Total Enrollment Capacity
Asia Pacific Studies	Asia Pacific Studies	510	5	5	2,065
International Management	International Management	610	5	5	2,465
Sustainability and Tourism	Sustainability and Tourism	350	—	—	1,400
Total		1,470	10	10	5,930

Article 2-2 (*Graduate Schools*)

- 1 The University shall establish the Graduate School of Asia Pacific Studies and the Graduate School of Management.
- 2 The programs, majors, admission capacity, and total enrollment capacity of each Graduate School set forth in the preceding paragraph shall be as follows:

Graduate School	Major	Program	Admission Capacity	Total Enrollment Capacity
Graduate School of Asia Pacific Studies	Asia Pacific Studies	Master's Program (First Stage of the Doctoral Program)	15	30
		Doctoral Program (Second Stage)	10	30
	International Cooperation Policy	Master's Program (First Stage of the Doctoral Program)	45	90
Graduate School of Management	Management	Master's Program	40	80
Total			110	230

Article 3 (*Affiliated Facilities and Organizations*)

- 1 The University shall establish the Ritsumeikan Asia Pacific University Integrated Research Institute, the Center for Language Education, the Media Resource Center, the Education Development and Learning Support Center, and other affiliated facilities and organizations.

- 2 Matters concerning each affiliated facility and organization shall be prescribed separately in the Ritsumeikan Asia Pacific University Research Integrated Research Institute Regulations, the Ritsumeikan Asia Pacific University Center for Language Education Regulations, the Ritsumeikan Asia Pacific University Media Resource Center Regulations, and the Ritsumeikan Asia Pacific University Education Development and Learning Support Center Regulations.

Article 4 (President, Vice President, Pro Vice President, Future Visionary Vice President, and Deans)

- 1 The University shall have a President and two or more Vice Presidents. Each College shall have a Dean, and each Graduate School shall have a Dean.
- 2 When deemed necessary, the President may appoint Pro Vice Presidents.
- 3 When deemed necessary, the President may appoint Future Visionary Vice Presidents.
- 4 Each College may have Associate Deans, and each Graduate School may have Associate Deans.

Article 4-2 (Duties and Appointment, etc.)

- 1 The President shall administer the affairs of the University and supervise its faculty and staff.
- 2 Vice Presidents shall assist the President and, upon delegation, administer University affairs. Vice Presidents shall be appointed by the President. Their term of office shall be three years, and reappointment shall not be precluded.
- 3 In the event that the President is unable to perform his or her duties or the position is vacant, one Vice President designated in advance by the President shall act on behalf of the President.
- 4 Pro Vice Presidents shall be responsible for special duties deemed necessary by the President. They shall be appointed by the President. Their term of office shall be one year, and reappointment shall not be precluded.
- 5 Future Visionary Vice Presidents shall be responsible for special duties deemed necessary by the President. They shall be appointed by the President. Their term of office shall be within one year, and reappointment shall not be precluded.
- 6 The Deans of Colleges shall supervise matters regarding each College. They shall be appointed by the President. Appointments will be for three years, and concurrent appointments will be permitted.

- 7 In the event that a Dean is unable to perform his or her duties or the position is vacant, one member of the faculty council designated in advance by the President shall act on behalf of the Dean.
- 8 Each College may appoint Associate Deans to assist the Dean. Associate Deans shall be appointed by the President. Their term of office shall be three years, and reappointment shall not be precluded.
- 9 Graduate School Deans shall administer matters pertaining to their respective Graduate Schools. They shall be appointed by the President. Their term of office shall be three years, and reappointment shall not be precluded.
- 10 In the event that a Graduate School Dean is unable to perform his or her duties or the position is vacant, one member of the Graduate School faculty council designated in advance by the President shall act on behalf of the Dean.
- 11 Associate Deans may be appointed for each Graduate School to assist the Dean. Associate Deans shall be appointed by the President. Appointments will be for three years, and concurrent appointments will be permitted.
- 12 The procedures for selecting the President shall be prescribed in the Ritsumeikan Trust Act of Endowment, the Act of Endowment By-Laws Regulations thereof, and the Ritsumeikan Asia Pacific University Presidential Candidate Selection Regulations.

Article 5 (*Faculty and Staff*)

The University shall have professors, associate professors, lecturers, assistant professors, and other staff members.

Article 6 (*University Senate*)

- 1 The University shall establish a University Senate (hereinafter referred to as the Senate in this Article).
- 2 The Senate shall consist of the following members:
 - (1) President
 - (2) Vice Presidents
 - (3) Deans of the Colleges
 - (4) Deans of the Graduate Schools
 - (5) Director of the Center for Language Education
 - (6) Director of the Education Development and Learning Support Center

- (7) Dean of Academic Affairs
 - (8) Dean of Student Affairs
 - (9) Dean of Admissions
 - (10) Dean of Careers
 - (11) Dean of International Cooperation and Research
 - (12) Liaison Director
 - (13) Director-General
 - (14) Other persons deemed necessary by the Senate
- 3 The Senate may, as necessary, require faculty and staff members other than those listed in the preceding paragraph to attend.
- 4 The Senate shall be convened by the President, who shall serve as its chair.
- 5 The Senate shall deliberate on the following matters when the President makes decisions:
- (1) Basic policies concerning education, research, student support, and university administration
 - (2) Matters concerning the structure, organization, and systems of the University
 - (3) Matters concerning faculty personnel
 - (4) Matters concerning internal quality assurance of the University
 - (5) Other important matters concerning education, research, student support, and university administration
- 6 Matters concerning the operation of the Senate shall be prescribed in the Ritsumeikan Asia Pacific University Senate Regulations.

Article 7 (*Faculty Council*)

- 1 The University shall establish a Faculty Council.
- 2 The Faculty Council shall state its opinions on the following matters when the President makes decisions:
- (1) Matters concerning student admission, graduation, and the conferral of degrees
 - (2) Matters concerning the organization of the curriculum
 - (3) Matters concerning the evaluation of educational and research achievements related to the hiring and promotion of faculty
 - (4) Matters concerning the establishment, expansion, abolition, or modification of Colleges and Departments, and changes to student capacity
- 3 In addition to the matters set forth in the preceding paragraph, the Faculty Council may deliberate on matters related to education and research and state its opinions upon the

request of the President.

- 4 Matters concerning the operation of the Faculty Council shall be prescribed in the Ritsumeikan Asia Pacific University Faculty Council Regulations.

Article 7-2 (Graduate School Faculty Council)

- 1 Each Graduate School of the University shall establish a Graduate School Faculty Council.
- 2 The Graduate School Faculty Council shall state its opinions on the following matters when the President makes decisions:
 - (1) Matters concerning admission of graduate students, completion of programs, and the conferral of degrees
 - (2) Matters concerning the organization of the curriculum
 - (3) Matters concerning the evaluation of educational and research achievements in qualification screening for teaching graduate-level courses
 - (4) Matters concerning the establishment, expansion, abolition, or modification of Graduate Schools and Majors, and changes to student capacity
- 3 In addition to the matters set forth in the preceding paragraph, the Graduate School Faculty Council may deliberate on matters related to education and research and state its opinions upon the request of the President.
- 4 Matters concerning the operation of the Graduate School Faculty Council shall be prescribed in the Ritsumeikan Asia Pacific University Graduate School Faculty Council Regulations.

Article 7-3 (Academic Affairs Committee)

- 1 The University shall establish an Academic Affairs Committee.
- 2 The Academic Affairs Committee shall deliberate on matters related to academic affairs when the President makes decisions.
- 3 Matters concerning the organization and operation of the Academic Affairs Committee shall be prescribed in the Ritsumeikan Asia Pacific University Academic Affairs Committee Regulations.

Article 7-4 (Student Affairs Committee)

- 1 The University shall establish a Student Affairs Committee.
- 2 The Student Affairs Committee shall deliberate on matters concerning student status, awards and disciplinary actions, and student life when the President makes decisions.
- 3 Matters concerning the organization and operation of the Student Affairs Committee shall

be prescribed in the Ritsumeikan Asia Pacific University Student Affairs Committee Regulations.

Article 7-5 (Entrance Examinations Board)

- 1 The University shall establish an Entrance Examinations Board.
- 2 The Entrance Examinations Board shall deliberate on matters concerning entrance examinations when the President makes decisions.
- 3 Matters concerning the organization and operation of the Entrance Examinations Board shall be prescribed in the Ritsumeikan Asia Pacific University Entrance Examinations Board Regulations.

Article 7-6 (Research Committee)

- 1 The University shall establish a Research Committee.
- 2 The Research Committee shall deliberate on matters concerning research when the President makes decisions.
- 3 Matters concerning the organization and operation of the Research Committee shall be prescribed in the Ritsumeikan Asia Pacific University Research Committee Regulations.

Section 3: Semesters and Holidays

Article 8 (Semesters)

The academic year shall consist of the following semesters:

Spring Semester: April 1 to September 20

Fall Semester: September 21 to March 31 of the following year

Article 9 (Holidays)

- 1 The holidays shall be as follows:
 - (1) Sundays and Saturdays
 - (2) Days designated by the President from among those set forth in the Act on National Holidays
 - (3) Summer Holidays
 - (4) Winter Holidays
 - (5) Spring Holidays
- 2 Where necessary, the President may temporarily modify the holidays set forth in the preceding paragraph.
- 3 In addition to those set forth in paragraph 1, the President may designate temporary holidays.

Chapter 2: Regular Degree Students

Section 1: Length of the Course of Study and Maximum Period of Enrollment

Article 10 (Length of the Course of Study and Standard Period of Enrollment)

The length of the course of study shall be four years for undergraduate programs, two years for first-stage doctoral programs and master's programs in the Graduate School, and three years for second-stage doctoral programs in the Graduate School.

Article 10-2 (Maximum Period of Enrollment)

- 1 The maximum period of enrollment shall be eight years for undergraduate programs, four years for first-stage doctoral programs and master's programs in the Graduate School, and six years for second-stage doctoral programs in the Graduate School.
- 2 Students admitted pursuant to the provisions of Article 14, Paragraph 1 or Article 14-2 may not remain enrolled beyond the maximum period of enrollment set forth in the preceding paragraph, including any period counted toward the standard period of study under Article 88 of the School Education Act.
- 3 In the case of readmission, the period of enrollment prior to withdrawal shall be included in the calculation of the period of enrollment referred to in Paragraph 1.
- 4 Notwithstanding the provisions of Paragraph 1 and the preceding paragraph, the maximum period of enrollment for students readmitted to the doctoral program shall be six years, including the period from withdrawal to readmission.

Section 2: Admission

Article 11 (Time of Admission)

The University shall admit students in April and September each year.

Article 12 (Admissions Qualifications)

- 1 Persons who may be admitted to the Colleges of the University shall be those who possess at least one of the following qualifications and have passed the entrance examination of the University:
 - (1) Graduation from high school or other institution of secondary education;
 - (2) Completion of twelve years of school education via the regular curriculum, or equivalent school education by means of a curriculum other than the regular curriculum;

- (3) Persons recognized as having academic ability equivalent to or higher than that of a high school graduate, as prescribed in Article 150 of the Regulation for Enforcement of the School Education Act;

Article 12-2

- 1 Persons who may be admitted to the first-stage doctoral program or master's program of the University's Graduate School shall be those who possess at least one of the following qualifications and have passed the entrance examination of the University:
 - (1) Possession of a bachelor's degree or graduation from university or a professional university;
 - (2) Persons recognized as having academic ability equivalent to or higher than that of a university graduate, as prescribed in Article 155, Paragraph 1 of the Regulation for Enforcement of the School Education Act;
- 2 Persons who may be admitted to the doctoral program of the University shall be those who possess at least one of the following qualifications and have passed the entrance examination of the University:
 - (1) Possession of a master's degree or a specialized degree stipulated in the Degree Regulations;
 - (2) Persons recognized as having academic ability equivalent to or higher than that of holders of a master's degree or a professional degree, as prescribed in Article 156 of the Regulation for Enforcement of the School Education Act;

Article 13 (*Application for Admission*)

Persons who wish to be admitted to the University shall pay the entrance examination fee and complete the prescribed procedures.

Article 13-2 (*Determination of Successful Applicants*)

Successful applicants in the entrance examination shall be determined by the President following deliberation by the Faculty Council.

Article 13-3 (*Admission Procedures and Admission Approval*)

- 1 Persons who have received notification of acceptance shall submit the required admission documents and pay the prescribed admission and tuition fees by the designated deadline.
- 2 In addition to the provisions of the preceding paragraph, persons who will reside in AP House at the time of admission shall pay the prescribed dormitory fees by the designated

deadline.

- 3 The President shall grant admission to those who have completed the admission procedures set forth in the preceding two paragraphs.

Article 13-4 (*Application to the Graduate School*)

The provisions of Articles 13, 13-2, and 13-3 shall apply with necessary modifications to applications to the Graduate School of the University. In this case, “Faculty Council” in Article 13-2 shall be deemed to be replaced with “Graduate School Faculty Council.”

Article 14 (*Eligibility Requirements for Undergraduate Transfer Enrollment (from higher professional school or junior college), Transfer Enrollment (from university), and Admission for Bachelor’s Degree Holders*)

- 1 Upon screening, the President may permit persons who wish to enter the University through undergraduate transfer enrollment (from higher professional school or junior college), transfer enrollment (from university), or admission for bachelor’s degree holders to enroll in the appropriate year level.
- 2 Persons eligible for transfer enrollment (from higher professional school or junior college) to the second or third year of the University must fall under one of the following categories:
 - (1) Persons who have graduated from a professional junior college, completed the first stage of a professional university with a divided program structure, or graduated from a junior college (including foreign junior colleges and institutions in Japan designated as equivalent to foreign junior colleges by the Minister of Education, Culture, Sports, Science and Technology, including campuses in Japan of foreign universities designated as equivalent to junior colleges);
 - (2) Persons who have graduated from a technical college;
 - (3) Persons who have completed a specialized course at a specialized training college (limited to courses requiring at least two years of study and either 1,700 total class hours or 62 credits or more);
 - (4) Persons who have completed an advanced course at an upper secondary school with a standard period of study of at least two years and satisfying other standards prescribed by the Minister of Education, Culture, Sports, Science and Technology.
- 3 Persons eligible for transfer enrollment (from university) into the second or third year of the University must fall under one of the following categories:
 - (1) Second-year entry

Persons who have been enrolled for at least one year at a university or professional university (including foreign universities) and earned at least 30 credits

(2) Third-year entry

Persons who have been enrolled for at least two years at a university or professional university (including foreign universities) and earned at least 60 credits

- 4 Persons seeking admission as bachelor's degree holders must possess a bachelor's degree.

Article 14-2 (*Graduate School Transfer Enrollment (from university)*)

Upon screening, the President may permit persons who wish to transfer (from university) into the Graduate School of the University to enroll in the appropriate year level of the Graduate School.

Article 14-3 (*Applications for Transfer Enrollment (from higher professional school or junior college), etc.*)

The provisions of Articles 13, 13-2, and 13-3 shall apply to applications, screening, admission procedures, and admission approval for transfer enrollment (from higher professional school or junior college), transfer enrollment (from university), and admission for bachelor's degree holders. In this case, "admission" in those provisions shall be read as "transfer enrollment (from higher professional school or junior college)," "transfer enrollment (from university)," or "admission for bachelor's degree holders."

Section 3: Educational Curriculum and Method of Completion

Article 15 (*Curriculum Organization Policy for Undergraduate Programs*)

- 1 The University shall establish the necessary courses to achieve the educational objectives of each College and Department, etc., and shall systematically organize its curriculum.
- 2 In organizing the curriculum, the University shall appropriately ensure that it provides specialized academic knowledge related to each College and Department while cultivating broad and deep learning, comprehensive judgment, and a rich sense of humanity.
- 3 In addition to the matters prescribed in this Section, the types of courses offered by each College, the number of credits assigned to such courses, the number of credits required for graduation, and other matters shall be prescribed in the regulations of each College.

Article 15-2 (*Graduate School Curriculum Organization Policy*)

- 1 The Graduate School of the University shall establish the courses required to achieve research and educational objectives, establish a plan for guidance in thesis writing (hereinafter referred to as "research guidance"), and systematically organize the curriculum.

- 2 In organizing the curriculum, the Graduate School shall appropriately ensure that students acquire advanced specialized knowledge and abilities in their field of specialization, while cultivating fundamental elements related to associated fields.
- 3 Graduate School education shall be conducted through both coursework and research guidance.
- 4 In addition to the matters prescribed in this Section, matters including the courses offered by the Graduate School of the University and the number of credits required for completion shall be prescribed in the regulations of each Graduate School.

Article 15-3 Deleted

Article 15-4 Deleted

Article 15-5 Deleted

Article 15-6 Deleted

Article 15-7 Deleted

Article 15-8 (*Teaching Methods*)

Classes shall be conducted through one or a combination of lectures, seminars, experiments, practicums, or practical skills training.

Article 15-9

- 1 Pursuant to separate provisions prescribed by the Minister of Education, Culture, Sports, Science and Technology, courses may be completed outside of the classroom (including foreign countries) through the advanced use of various forms of media.
- 2 The number of credits earned through the teaching method in the preceding paragraph shall not exceed 60 credits.
- 3 Courses that implement the course methods in the preceding Paragraph 1 will be determined separately.

Article 15-10

The classes in Article 15-8 may be taken in a foreign country.

Article 15-11

Pursuant to separate provisions prescribed by the Minister of Education, Culture, Sports, Science and Technology, part of the classes prescribed in Article 15-8 may be conducted at locations other than the University buildings and affiliated facilities.

Article 15-12 (*Determination of Course Instructors*)

The President shall determine the instructors responsible for each course, taking into

consideration their suitability for the course.

Article 16 (*Credit Calculation Methods*)

- 1 Each course shall be structured so that one credit corresponds to 45 hours of study, and the following standards shall be used depending on the method by which the class is taught.
 - (1) One credit shall be given for a 15-hour lecture or seminar. However, regarding language education, one credit shall be given for a 30-hour class.
 - (2) One credit shall be given for 30 to 45 hours of practical training, experiments, or practical skills training.
 - (3) Where a single course is conducted using two or more methods from among lectures, seminars, experiments, practicums, or practical skills training, one credit shall be awarded based on the combination of methods and the standards set forth in the preceding two items, for the number of instructional hours determined by the Faculty Council.
- 2 Notwithstanding the provisions of the preceding paragraph, for graduation thesis courses, the Faculty Council may determine the number of credits based on the amount of study and other factors required, where it deems it appropriate to award credits based on an evaluation of the learning outcomes.

Article 16-2 Deleted

Article 16-3 (*Grades*)

- 1 Course grades shall be evaluated using a 100-point scale as follows:
 - (1) A+ (Pass, 90 points or more)
 - (2) A (Pass, 80-89 points)
 - (3) B (Pass, 70-79 points)
 - (4) C (Pass, 60-69 points)
 - (5) F (Fail, 59 points or less)
 - (6) P (Pass, 60 points or more)
- 2 Credits deemed to have been earned pursuant to Articles 18, 19, 20, and 21-2 shall be recorded as T (Transfer, recognized).
- 3 Cancellation of earned or recognized credits shall not be permitted.

Article 17 (*Conferral of Credits*)

Credits shall be awarded to students who have completed a course after evaluating their learning outcomes through examinations or other appropriate methods determined by the Faculty Council.

Article 18 (*Taking Courses at Other Universities, etc.*)

- 1 Where the University deems it educationally beneficial, students may be permitted to take courses offered at other universities, professional universities, junior colleges, or professional junior colleges based on discussions with said institutions.
- 2 Credits earned for courses taken pursuant to the preceding paragraph may be recognized as credits earned through courses completed at the University, up to a maximum of 60 credits.
- 3 The preceding two paragraphs shall apply accordingly to students who study abroad at foreign universities or junior colleges (including foreign universities equivalent to Japanese professional universities or professional junior colleges).

Article 19 (*Study at Educational Institutions Other than Universities*)

- 1 Where the University deems it educationally beneficial, study undertaken by students in advanced courses at junior colleges or colleges of technology, or other study designated by the Minister of Education, Culture, Sports, Science and Technology, may be treated as equivalent to completion of courses at the University, and credits may be awarded.
- 2 The number of credits that may be awarded pursuant to the preceding paragraph shall not exceed 60 credits in total when combined with the number of credits recognized as having been earned at the University pursuant to Paragraphs 2 and 3 of the preceding Article.

Article 20 (*Recognition of Credits, etc., Completed Prior to Enrollment*)

- 1 Where the University deems it educationally beneficial, credits earned by a student before admission to the University for courses taken at universities, professional universities, junior colleges, or professional junior colleges (including foreign universities and foreign junior colleges), including credits earned under the credited auditor system, may be recognized as credits earned through courses taken at the University after admission.
- 2 Where the University deems it educationally beneficial, study conducted by a student before admission to the University as prescribed in Paragraph 1 of the preceding Article may be treated as equivalent to completion of courses at the University, and credits may be awarded.
- 3 Except in cases of transfer enrollment (from higher professional school or junior college), transfer enrollment (from university), bachelor's degree holder admission, and readmission, the number of credits that may be recognized or awarded pursuant to the preceding two paragraphs shall not exceed 30 credits.
- 4 Except in cases of transfer enrollment (from higher professional school or junior college),

transfer enrollment (from university), bachelor's degree holder admission, and readmission, credits other than those earned at the University shall not exceed 60 credits in total when combined with credits recognized as having been earned at the University pursuant to Article 18 and Paragraphs 1 and 2 of the preceding Article.

Article 21 Deleted

Article 21-2 (*Taking Courses at Graduate Schools of Other Universities and Recognition of Credits, etc., Completed Prior to Enrollment*)

- 1 The provisions of Articles 18 and 20 shall apply to the University's graduate schools by replacing the term "courses" with "graduate school courses." In addition, the provisions shall apply accordingly by replacing "60 credits" in Article 18, Paragraph 2 and "30 credits" in Article 20, Paragraph 3 with "15 credits".
- 2 The total number of credits that may be recognized as having been earned at the University's graduate schools pursuant to the preceding paragraph shall not exceed 20 credits.

Article 21-3 (*Recognition of Credits for Transfer Enrollment (from higher professional school or junior college), Transfer Enrollment (from university), and Admission for Bachelor's Degree Holders*)

Credits earned by transfer enrollment (from higher professional school or junior college) students, transfer enrollment (from university) students, or bachelor's degree holders admission students at universities or other institutions prior to admission may, pursuant to Article 20, be recognized as credits earned through courses taken at the University, up to 30 credits for students admitted into the second year and up to 62 credits for students admitted into the third year.

Article 21-4

For students admitted to the University's graduate schools through transfer (from higher professional school or junior college) or transfer (from university) enrollment, courses completed at a graduate school prior to admission may, pursuant to the provisions of Article 21-2, be recognized as courses taken and credits earned at the University's graduate schools, provided that such recognition does not exceed one-half of the credits required for completion of the relevant program.

Article 21-5 (*Authority for Credit Recognition, etc.*)

Pursuant to Articles 17 through 21-4, the President shall determine the conferral and recognition of credits.

Article 22 Deleted

Article 22-2 (*Maximum Credit Registration Limits*)

The maximum number of credits that students can register for in one academic year or one semester shall be stipulated in the Ritsumeikan Asia Pacific University Academic Regulations.

Article 23 Deleted

Section 4: Leave of Absence, Reinstatement, Withdrawal, Readmission, Transfer, Internal Transfer, Study Abroad, and Removal from the Register

Article 24 (*Leave of Absence*)

- 1 A student who is unable to continue his or her studies for more than three months due to illness, financial circumstances, overseas travel, or other unavoidable reasons may submit a request for leave of absence.
- 2 Students requesting a leave of absence must pay leave of absence screening and administrative fees, as well as the enrollment status fee, at the time of application.
- 3 Students requesting a leave of absence may be granted a leave of absence by the President upon deliberation by the Student Affairs Committee.
- 4 The President may order a student to take a leave of absence if the President determines that continuing studies at the University is inappropriate due to illness.
- 5 The period of a leave of absence shall be counted in semester terms.
- 6 A leave of absence may not exceed four consecutive semester terms. However, where there are special circumstances, an additional leave of absence of up to two consecutive semester terms may be permitted.
- 7 The total period of leave of absence may not exceed six semester terms.
- 8 Notwithstanding the preceding paragraph, where the reason for the request in Paragraph 1 is due to an emergency disaster determined by the President, the period of leave of absence shall not be included in the total six semester terms specified in the preceding paragraph.
- 9 A leave of absence shall not be counted toward the period of enrollment.
- 10 Students taking a leave of absence must pay the enrollment status fee according to the period of leave of absence.

Article 24-2 (*Reinstatement*)

A student on a leave of absence who submits a request for reinstatement may be granted

reinstatement by the President upon deliberation by the Student Affairs Committee.

Article 24-3 (*Withdrawal Approval*)

Students wishing to withdraw must obtain approval from the President.

Article 24-4 (*Readmission*)

- 1 Eligibility for readmission to the University shall be limited to individuals who have withdrawn or been removed from the register, provided that no more than three years have elapsed since the final day of the semester in which the withdrawal or removal from the register took effect. However, readmission shall not be permitted for individuals who have been removed from the register pursuant to Article 29, Item 2, or withdrawn as a disciplinary measure pursuant to Article 32-3.
- 2 Regarding the application for readmission, selection, readmission procedures, and approval of readmission, the provisions of Article 13, Article 13-2, Article 13-3, and Article 13-4 shall apply correspondingly. In such cases, the term “admission” in these provisions shall be read as “readmission”, and “entrance examination fee” in Article 13 shall be read as “readmission screening and administrative fee”.

Article 25 (*Transfers*)

Students who wish to transfer to another university or professional university may be permitted to do so by the President upon deliberation by the Student Affairs Committee.

Article 26 (*Transfer within the University*)

- 1 Undergraduate students who wish to transfer to another College may be permitted to do so by the President after deliberation by the Academic Affairs Committee, provided that such transfer is limited to transfers between the same year level in the second or third year.
- 2 Graduate students who wish to transfer to another major may be permitted to do so by the President after deliberation by the Academic Affairs Committee, provided that such transfer is limited to transfers from the second semester to the same semester. However, transfer to another Graduate School is not permitted.
- 3 Students requesting an internal transfer must pay transfer screening fees at the time of application.

Article 26-2 (*Study Abroad*)

Students who wish to receive regular education, including courses, at a university in Japan

or abroad, or at an overseas higher education institution equivalent thereto, based on an agreement or arrangement with the University (hereinafter referred to as “study abroad”) may be granted permission to do so.

Article 27

- 1 Students who wish to study abroad may be permitted to do so by the President upon deliberation by the Academic Affairs Committee.
- 2 The period of study abroad shall be counted in the period of enrollment.

Article 28 (*Prohibition of Dual Enrollment*)

- 1 Students may not concurrently enroll in degree programs at the University and another university for the purpose of obtaining a degree. However, this shall not apply in cases based on agreements concerning joint degree programs between the University and overseas universities.
- 2 Notwithstanding the preceding paragraph, a student at the University who wishes to become a student at another university may be permitted to do so by the President only when it is deemed necessary for educational and research purposes and does not interfere with the conditions of study, etc., at either university.

Article 29 (*Removal from the Register*)

Students who fall under any of the following items shall be removed from the register by the President upon deliberation by the Student Affairs Committee.

- (1) Students who, after completing the enrollment procedures, are deemed to have no intention of pursuing their studies at the University;
- (2) Students who have exceeded the maximum period of enrollment as prescribed in Article 10-2;
- (3) Students who are subject to dual enrollment prohibited under the preceding article;
- (4) Students whose whereabouts remain unknown for three or more months;
- (5) Students who have passed away;
- (6) Students who were denied a Certificate of Eligibility for the “Student” status of residence under the Immigration Control and Refugee-Recognition Act, or who were expected to obtain an entry visa for the same status but were denied visa issuance;
- (7) Students who fail to pay tuition or enrollment fees.

Section 5: Graduation, Completion, and Degrees

Article 30 (Graduation and Degrees)

- 1 Graduation shall be recognized by the President for students who have remained enrolled in a college of the University for at least the period of enrollment stipulated in Article 10 and who earned the number of credits required for graduation stipulated in the College Regulations.
- 2 Notwithstanding the preceding paragraph, graduation may be recognized by the President for students who have enrolled at the undergraduate level of the University for three years or more and have earned the credits required for graduation with excellent academic records.
- 3 A bachelor's degree shall be conferred by the President on students that satisfy the requirements set forth by the preceding paragraph.

Article 30-2

Students who wish to graduate under paragraph 2 of the preceding article may, with the approval of the Dean of their college, enroll in designated courses in a semester other than the one assigned under the college regulations (hereinafter referred to as "special enrollment arrangements"). Matters concerning these special enrollment arrangements shall be stipulated in the regulations of each college.

Article 30-3 Deleted

Article 31 (Completion and Degrees for First-Stage Doctoral Programs and Master's Programs)

- 1 The President shall recognize completion for students who have been enrolled in a first-stage doctoral program or master's program of the Graduate School of the University for at least two years, have earned the credits required for completion as prescribed in the relevant Graduate School Regulations, have received the necessary research guidance, and have passed the examination and evaluation of either a master's thesis or research results concerning a specific research topic, in accordance with the objectives of the relevant first-stage doctoral program or master's program.
- 2 Notwithstanding the preceding paragraph, the President may recognize completion for students who have achieved outstanding academic results and who have been enrolled in the relevant first-stage doctoral program or master's program for at least one year, have earned the credits prescribed in the relevant Graduate School Regulations, have received the

necessary research guidance, and have passed the examination and evaluation of either a master's thesis or research results concerning a specific research topic, in accordance with the objectives of the relevant program.

- 3 Pursuant to the provisions of Article 21-2, when the Graduate School of the University deems it educationally beneficial, credits earned by a student before admission to a first-stage doctoral program or master's program of the Graduate School (limited to credits earned after the student became eligible for admission pursuant to Article 102, Paragraph 1 of the School Education Act) may be deemed as credits earned at the Graduate School. When such credits are deemed to constitute completion of part of the curriculum of the program in which the student is currently enrolled, the Graduate School may deem the student to have been enrolled for a period determined by the Graduate School, not exceeding one year, taking into consideration the number of credits, the period required to earn such credits, and other factors. However, even in such cases, students in first-stage doctoral programs or master's programs must be enrolled in the relevant program for at least one year.
- 4 The President shall confer a master's degree on students who satisfy either of the requirements in Paragraph 1 or Paragraph 2.

Article 31-2 (*Completion and Degrees for Doctoral Programs*)

- 1 The President shall recognize completion for students who have remained enrolled for at least three years (or two years for students who have completed a law school program prescribed in Article 18, Paragraph 1 of the Standards for Establishment of Professional Graduate Schools) in a doctoral program of the Graduate School, have earned the credits required for completion as prescribed in the relevant Graduate School Regulations, have received necessary research guidance, and have passed the examination and evaluation of their doctoral dissertation.
- 2 Notwithstanding the preceding paragraph, the President may recognize completion for students who have achieved outstanding academic results and who have been enrolled for at least one year (for students who completed a master's program or professional degree program with a standard period of study of one year or more but less than two years, the period shall be the period obtained by subtracting the period of that program from three years; for students who completed a first-stage doctoral program or master's program based on the enrollment period prescribed in the proviso of Article 16 of the Standards for

Establishment of Graduate Schools, the period shall be three years minus the period of enrollment in that program, up to a maximum of two years), have earned the credits required for completion as prescribed in the relevant Graduate School Regulations, have received necessary research guidance, and have passed the examination and evaluation of their doctoral dissertation.

- 3 Notwithstanding Paragraph 1, for students who completed a first-stage doctoral program or master's program in one year or more due to outstanding academic achievement, the enrollment period for the doctoral program shall be deemed to include the period of enrollment in the first-stage doctoral program or master's program plus three years. However, students with outstanding academic achievements need only be enrolled for a total of three years or more, including the period enrolled in the first-stage doctoral program or master's program.
- 4 Notwithstanding Paragraph 1, for students admitted to a doctoral program after being recognized pursuant to Article 156 of the Ordinance for Enforcement of the School Education Act as possessing academic ability equivalent to or higher than that of a person holding a master's degree, the completion requirements shall be enrollment in the Graduate School for at least three years, completion of the credits prescribed in the relevant Graduate School Regulations, receipt of necessary research guidance, and passing the examination and evaluation of a doctoral dissertation. However, students with outstanding research achievements need only be enrolled in the Graduate School for at least one year.
- 5 The President shall confer a doctoral degree on students who satisfy any of the requirements in the preceding four paragraphs.

Article 31-3

Students who wish to complete the program according to Article 31-2 and Article 31-2 Paragraph 2 may take the prescribed courses according to the decision of the Dean of the student's affiliated Graduate School in a semester different from the assigned semester (below, special measures for taking courses) prescribed in the Graduate School regulations. Matters regarding special measures for taking courses are stipulated in the Ritsumeikan Asia Pacific University Academic Affairs Regulations.

Article 31-4

Matters concerning degrees and the conferral of degrees shall be prescribed in the respective Graduate School Regulations.

Section 6: Awards and Disciplinary Action

Article 32 Deleted

Article 32-2 (*Awards*)

The President may grant awards to students who have engaged in conduct worthy of an award.

Article 32-3 (*Disciplinary Action*)

- 1 Upon deliberation by the Student Affairs Committee, the President shall take disciplinary action against students who engage in any of the following acts.
 - (1) Acts that fall under Article 72 of the Ritsumeikan Asia Pacific University Academic Regulations;
 - (2) Conduct contrary to information ethics and protection of personal information;
 - (3) Conduct impeding the proper pursuit of learning and research by students, or education, research, and other activities by faculty and staff;
 - (4) Acts of Harassment;
 - (5) Violations of social order (criminal conduct);
 - (6) Other conduct contrary to the rules of the university or the goals of university student life.
- 2 In the event that stipulations concerning the types of conduct set forth in the preceding paragraph are made in separate regulations, those stipulations shall apply.
- 3 Punitive measures shall be expulsion, suspension, or official warning.
- 4 The period of suspension will be included in the duration of enrollment but not in the standard period of study. However, the period of suspension may be included in the standard period of study if it does not exceed three months.
- 5 Procedures for punitive measures shall be stipulated in the Ritsumeikan Asia Pacific University Regulations on Punitive Measures for Students.

Section 7: Welfare Facilities

Article 33

- 1 The University shall establish AP House as a facility for residential and seminar purposes.
- 2 Students who reside at AP House must pay dormitory fees.

Article 34 Deleted

Article 35 Deleted

Article 36 Deleted

Article 37 Deleted

Chapter 3: Non-Regular Students

Article 38 (Non-Regular Students)

The University shall establish a system for the acceptance of auditors, part-time students, post-master's research students, doctoral research fellows, and special auditors.

Article 39 (Auditors)

- 1 Individuals wishing to audit a particular class at the University may be permitted to do so by the President as auditors upon deliberation by the Academic Affairs Committee.
- 2 Individuals who apply as auditors must pay screening fees by the designated deadline.

Article 40 (Part-Time Students)

- 1 Individuals wishing to take a particular class at the University and earn credits may be permitted to do so by the President as part-time students upon deliberation by the Academic Affairs Committee.
- 2 Individuals who apply as part-time students must pay screening fees by the designated deadline.

Article 41 (Special Auditors)

- 1 Students enrolled at another university or junior college that wish to enroll in lecture subjects at the University based on agreements between their institutions and the University may be permitted to do so by the President as special auditors upon deliberation by the Academic Affairs Committee.
- 2 Individuals who apply as special auditors must pay screening fees by the designated deadline.

Article 41-2 (Post-Master's Research Students, Doctoral Research Fellows)

- 1 Individuals wishing to conduct research at the University may be permitted to do so in some cases by the President as either a post-master's research student or a doctoral research fellow upon deliberation by the Academic Affairs Committee.
- 2 Individuals who apply as post-master's research students or doctoral research fellows must pay screening fees by the designated deadline.

Article 41-3 Deleted

Article 42 (Qualifications, Credit Conferral, etc. for Non-Regular Students)

- 1 There shall be no limitations regarding the qualifications of auditors. Credits shall not be conferred on auditors.
- 2 An individual wishing to qualify as an undergraduate part-time student or a special auditor must possess the qualifications for admission set forth in Article 12, or have received a special permission from the President, and to qualify as a part-time graduate student or a special auditor must possess the qualifications for admission set forth in Article 12-2 or have received a special permission from the President. Where a part-time student and special auditor has completed a class and passed the examinations therein, a prescribed number of credits may be conferred.
- 3 A person wishing to qualify as a post-master's research student must have obtained a master's degree from APU and aspire to continue research at the University, or the student must have obtained a master's degree from another university and both aspire to continue research at the University and aspire to enter a doctoral program at the University.
- 4 A person wishing to qualify as a doctoral research fellow must have obtained the prescribed credits in a doctoral program at the University, yet not have obtained a doctorate due to not having passed the doctoral dissertation screening, and must also aspire to continue research at the University and to obtain a doctorate.

Article 43 Deleted

Chapter 4: Scholarships

Article 44

- 1 The University shall establish a scholarship system and offer scholarships to students whose academic achievements and personal character are recognized as excellent.
- 2 Rules regarding scholarships shall be established separately.

Chapter 5: Student Tuition and Fees

Article 45 Deleted

Article 45-2 (*Admission Fee*)

The admission fee is stipulated in Table 6.

Article 45-3 (*Undergraduate Student Tuition*)

- 1 The tuition for undergraduate students shall be the total amount of Tuition A (fixed tuition,

as stipulated in Table 7-1) and Tuition B (as stipulated in Table 7-2) for each semester.

- 2 Notwithstanding the preceding paragraph, for students in their ninth semester or later, Tuition A shall be reduced by half, and Tuition B shall be calculated by multiplying the number of registered credits by the credit fee stipulated in Table 7-3.

Article 45-4 (*Graduate Student Tuition*)

- 1 Graduate student tuition for each semester shall be those amounts stipulated in Table 8-1 for the Graduate School of Asia Pacific Studies Master's Program (First Stage of the Doctoral Program), Table 8-2 for the Graduate School of Asia Pacific Studies Doctoral Program, and Table 8-3 for the Graduate School of Management Master's Program.
- 2 Notwithstanding the preceding paragraph, the tuition for graduate students who remain enrolled beyond the standard period of enrollment shall be half the amount that is stipulated in Tables 8-1 through 8-3 for the final semester category of graduate students other than those specified below.
- 3 Notwithstanding the preceding two paragraphs, the tuition fees for doctoral program students who satisfy all of the requirements for completion except for the doctoral dissertation and who remain enrolled beyond the standard period of enrollment to obtain their doctoral degree is stipulated in Table 8-4.

Article 46 (*Payment of Tuition Fee, etc.*)

- 1 Students must pay the tuition fee by the designated deadline each semester.
- 2 Tuition refers to the admission fee and tuition fees.

Article 46-2 (*Payment of Tuition Fee During Suspension*)

- 1 Suspended students must pay the tuition fee during their period of suspension.
- 2 Students who have been suspended and had their date of completion or graduation postponed must pay the tuition fee for the semester in which the date of completion or graduation falls.

Article 46-3 (*Registration Fees, etc. for Non-Regular Students*)

- 1 Approved auditors must pay registration and auditor fees by the designated deadline.
- 2 Approved part-time students must pay registration fees and part-time student fees by the designated deadline.
- 3 Approved special auditors must pay registration fees and part-time student fees by the designated deadline.
- 4 Approved post-master's research students must pay registration fees and post-master's research student fees by the designated deadline.

- 5 Approved doctoral research fellows must pay registration fees and doctoral research fellow fees by the designated deadline.

Article 47 Deleted

Article 48 Deleted

Article 49 Deleted

Article 50 Deleted

Article 51 (*Refund of Tuition and Other Student Fees*)

- 1 Entrance examination fees, tuition fees, and other student fees that have already been paid will not be refunded.
- 2 Notwithstanding the previous paragraph, applicants who request to have their enrollment cancelled by the following deadlines shall be refunded the amount of their payments less the admission fee and actual cost for refunding.
 - (1) The deadline for students planning to enroll in April is March 31st.
 - (2) The deadline for students planning to enroll in September is September 20th.
- 3 Notwithstanding Paragraph 1, students who have been withdrawn or removed from the register and who have already paid the tuition fee for the semester following the one in which they were withdrawn or removed from the register may be refunded the amount of their payments, after deducting the actual expenses required for the refund.
- 4 Notwithstanding Paragraph 1, if a request for a leave of absence is not approved, the enrollment fee paid by the student who applied for the leave of absence shall be refunded.

Article 51-2 (*Exemption or Reduction*)

Entrance examination fees, tuition fees, and other student fees may be exempted or reduced.

Article 51-3

In addition to the provisions stipulated in these University Regulations, matters concerning entrance examination fees, admission fees, tuition fees, and other student fees are stipulated in the Ritsumeikan Asia Pacific Regulations for Payment of Tuition and Fees.

Article 51-4

In addition to the provisions stipulated in these University Regulations, items regarding admission, leave of absence, reinstatement, withdrawal, readmission, internal transfer, study abroad, removal from the register, and non-regular students are stipulated in the Ritsumeikan Asia Pacific University Academic Regulations.

Article 51-5

In addition to the provisions stipulated in these University Regulations, items regarding AP House are stipulated in the Ritsumeikan Asia Pacific University AP House Regulations and Ritsumeikan Asia Pacific University Regulations for the Usage of Seminar House.

Chapter 6: Regulations for Revisions and Repeals

Article 52

Revisions and repeals of these Regulations shall be made by the Board of Trustees upon deliberation by the University Senate.

Supplementary Provision

These University Regulations shall take effect on April 1, 2000; however, intake capacities in Article 2 shall be as follows.

AY 2000

College of Asia Pacific Studies: 400

College of Asia Pacific Management: 400

AY 2001

College of Asia Pacific Studies: 820

College of Asia Pacific Management: 820

AY 2002

College of Asia Pacific Studies: 1,300

College of Asia Pacific Management: 1,300

Supplementary Provision (May 12, 2000: Partial revisions in line with the implementation of the accelerated program)

These Regulations shall take effect on April 1, 2001, and apply starting with AY 2000 enrollees.

Supplementary Provision (April 5, 2002: Partial revisions in line with the establishment of the graduate schools)

These University Regulations shall take effect on April 1, 2003. However, intake capacities in Article 2-2 shall be as follows.

AY 2003

Graduate School of Asia Pacific Studies

Master's Program (First Stage of the
Doctoral Program)

Major in Asia Pacific Studies: 15

Major in International Cooperation Policy: 45

Doctoral Program

Major in Asia Pacific Studies: 10

Graduate School of Management

Master's Program

Major in Management: 40

AY 2004

Graduate School of Asia Pacific Studies

Doctoral Program

Major in Asia Pacific Studies: 20

Supplementary Provision (*June 7, 2002: Partial revisions in line with the addition of graduate subjects*)

These University Regulations shall take effect on April 1, 2003.

Supplementary Provision (*February 4, 2003: Partial revisions in line with the revisions to the Standards for the Establishment of Universities and other laws, changes to semesters, clarification of the names of the Center for Modern Language Education and AP House, establishment of graduate schools, establishment of systems for post-master's research students and doctoral research fellows; partial revisions to Table 2 and 4 in line with the addition of graduate school subjects and revisions to completion requirements*)

These University Regulations shall take effect on April 1, 2003. Changes in semester terms shall apply starting with AY 2000 enrollees.

Supplementary Provision (*January 20, 2004: Partial revisions in line with the undergraduate curriculum reforms*)

These University Regulations shall take effect on April 1, 2004. Part of these regulations shall also apply to students who enrolled prior to AY 2004.

Supplementary Provision (*February 3, 2004: Partial revisions in line with the strengthening of the executive system*)

These University Regulations shall take effect on April 1, 2004.

Supplementary Provision *(June 17, 2003: Partial revisions in line with changes in enrollment and transfer enrollment (from higher professional school or junior college) due to notification to University Senate and Ministry of Education, Culture, Sports, Science and Technology on March 5, 2004)*

These University Regulations shall take effect on April 1, 2004.

Supplementary Provision *(February 1, 2005: Partial revisions in line with implementation of the Joint Program with the Ritsumeikan University College of Science and Engineering)*

These University Regulations shall take effect on April 1, 2005.

Supplementary Provision *(February 1, 2005: Partial revisions in line with curriculum reforms in the Graduate School of Management)*

These University Regulations shall take effect on April 1, 2005.

Supplementary Provision *(January 27, 2006: Amendments in line with inserting tuition and fees charts from the Tuition Regulations into the University Regulations and revisions to the AY 2006 Ritsumeikan Asia Pacific University tuition fees)*

These University Regulations shall take effect on April 1, 2006.

Supplementary Provision *(February 7, 2006: Revisions in line with partial revisions to the School Education Act and related laws, authorization of application to revise the University Regulations in line with an increase in intake capacity, and undergraduate curriculum reforms)*

These University Regulations shall take effect on April 1, 2006; however, intake capacities in Article 2, Paragraph 2 shall be as follows.

AY 2006

College of Asia Pacific Studies: 1,985

College of Asia Pacific Management: 1,935

AY 2007

College of Asia Pacific Studies: 2,190

College of Asia Pacific Management: 2,090

AY 2008

College of Asia Pacific Studies: 2,395

College of Asia Pacific Management: 2,245

Supplementary Provision *(Partial revisions in line with revisions to Ritsumeikan Asia Pacific University tuition for AY 2007 and changes in admission fee processing)*

These University Regulations shall take effect on April 1, 2007; however, the revised Admission Fee for graduates of the colleges and graduate schools of both Ritsumeikan Asia Pacific University and Ritsumeikan University shall apply starting with AY 2006 Fall enrollees.

Supplementary Provision *(December 12, 2006: Partial revisions in line with partial revisions to the School Education Act and other laws)*

These University Regulations shall take effect on April 1, 2007.

Supplementary Provision *(March 28, 2007: Partial revisions in line with partial revisions to the Establishment Standards for Graduate Schools and graduate school curriculum reforms)*

These University Regulations shall take effect on April 1, 2007.

Supplementary Provision *(November 30, 2007: Partial revisions to Tables in line with revisions to Ritsumeikan Asia Pacific University tuition for AY 2008)*

These University Regulations shall take effect on April 1, 2008.

Supplementary Provision *(March 11, 2008: Partial revisions in line with the College of Asia Pacific Management name change)*

These University Regulations shall take effect on April 1, 2009.

(Interim Measures pertaining to the Continuation of the Department of Asia Pacific Management in the College of Asia Pacific Management)

Notwithstanding the provisions of revised Article 2, Paragraphs 1 and 2 of the University Regulations, the Department of Asia Pacific Management in the College of Asia Pacific Management shall remain in existence until students enrolled in said college as of March 31, 2009, are no longer enrolled.

Supplementary Provision *(March 28, 2008: Partial revisions to tables in line with revisions to Ritsumeikan Asia Pacific University tuition for AY 2008)*

These University Regulations shall take effect on April 1, 2008.

Supplementary Provision *(Friday, November 28, 2008: Partial revisions in line with revisions to Ritsumeikan Asia Pacific University tuition for AY 2009)*

These University Regulations shall take effect on April 1, 2009.

Supplementary Provision *(March 10, 2009: Partial revisions in line with the change in the degree name for the College of International Management; partial revisions in line with the inclusion of education and research objectives for the Colleges; partial revisions in line with the addition of new graduate school subjects; partial revisions in line with the handling of subjects that utilize media)*

These University Regulations shall take effect on April 1, 2009.

Supplementary Provision *(May 12, 2009: Partial revisions in line with the establishment of capacities for 2nd and 3rd-year transfer enrollment (from higher professional school or junior college) for the College of Asia Pacific Studies and the College of International Management)*

These University Regulations shall take effect on April 1, 2010.

Supplementary Provision *(December 8, 2009: Partial revisions in line with articles transferred from the Academic Regulations)*

These University Regulations shall take effect on April 1, 2010.

Supplementary Provision *(March 26, 2010: Partial revisions in line with tuition revisions for AY 2010)*

These University Regulations shall take effect on April 1, 2010.

Supplementary Provision *(May 11, 2010: Partial revisions in line with revisions to enrollment and intake capacities for the College of Asia Pacific Studies and the College of International Management)*

These University Regulations shall take effect on April 1, 2011.

Supplementary Provision *(March 25, 2011: Partial revision in line with undergraduate curriculum reforms)*

These University Regulations shall take effect on April 1, 2011.

Supplementary Provision *(March 25, 2011: Inclusion of interim measures in line with revised capacities as of May 11, 2010)*

The interim measures for intake capacity through the first full cycle in Article 2, Paragraph 2 shall be as follows.

AY 2011

College of Asia Pacific Studies: 2,585

College of International Management: 2,439

AY 2012

College of Asia Pacific Studies: 2,557

College of International Management: 2,460

AY 2013

College of Asia Pacific Studies: 2,525

College of International Management: 2,475

Supplementary Provision (*April 12, 2011: Partial revisions in line with revisions to enrollment, transfer enrollment (from higher professional school or junior college), and intake capacities*)

These University Regulations shall take effect on April 1, 2012; however, intake capacities in Article 2, Paragraph 2 will be as follows.

AY 2012

College of Asia Pacific Studies, Department of Asia Pacific Studies: 2,557

College of International Management, Department of International Management: 2,481

AY 2013

College of Asia Pacific Studies, Department of Asia Pacific Studies: 2,525

College of International Management, Department of International Management: 2,517

AY 2014

College of Asia Pacific Studies, Department of Asia Pacific Studies: 2,490

College of International Management, Department of International Management: 2,543

Supplementary Provision (*February 14, 2012: Partial revisions in line with revisions to requirements for removal from the register*)

These University Regulations shall take effect on April 1, 2012.

Supplementary Provision (*March 18, 2014: Partial revision in line with the AY 2014 graduate school curriculum reforms*)

These University Regulations shall take effect on April 1, 2014; however, regulations currently in force shall apply to students enrolled as of March 31, 2014.

Supplementary Provision (*March 27, 2015: Partial revisions in line with revisions to tuition and fees, revisions to the AP House Regulations, revisions to the School Education Act, and the abolishment of the Senior Lecturer Regulations*)

These University Regulations shall take effect on April 1, 2015; however, notwithstanding the provisions of Article 45-3, tuition for undergraduate students enrolled up until September 21, 2014

shall be as follows:

(1) Undergraduate Tuition Fees

Type	Applicable to	Total Tuition (by Semester)			
		<i>1st Semester</i>	<i>2nd Semester</i>	<i>3rd Semester</i>	<i>4th Semester</i>
<i>Tuition A</i>	All Students	342,000JPY	342,000 JPY	342,000 JPY	342,000 JPY
<i>Tuition B</i>	Excluding students below	307,500 JPY	307,500 JPY	369,000 JPY	369,000 JPY
	2nd year transfer students			369,000 JPY	369,000 JPY
	3rd year transfer students				
	2nd year Accelerated Graduation Enrollees	307,500 JPY	307,500 JPY	492,000 JPY	492,000 JPY
	3rd year Accelerated Graduation Enrollees	307,500 JPY	307,500 JPY	369,000 JPY	369,000 JPY
	2nd year Transfer Students, 3rd year Accelerated Graduation Enrollees			369,000 JPY	369,000 JPY

Type	Applicable to	Total Tuition (by Semester)			
		<i>5th Semester</i>	<i>6th Semester</i>	<i>7th Semester</i>	<i>8th Semester</i>
<i>Tuition A</i>	All Students	342,000 JPY	342,000 JPY	342,000 JPY	342,000 JPY
<i>Tuition B</i>	Excluding students below	369,000 JPY	369,000 JPY	225,500 JPY	225,500 JPY
	2nd year transfer students	369,000 JPY	369,000 JPY	225,500 JPY	225,500 JPY
	3rd year transfer students	369,000 JPY	369,000 JPY	266,500 JPY	266,500 JPY
	2nd year Accelerated Graduation Enrollees	471,500 JPY	471,500 JPY		
	3rd year Accelerated Graduation Enrollees	594,500 JPY	594,500 JPY		
	2nd year Transfer Students,	594,500 JPY	594,500 JPY		

	3rd year Accelerated Graduation Enrollees				
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(2) Tuition B is paid per credit as shown in Table 1 below, and Table 2 is the total per semester.

Table 1

Item	Total
Cost per credit	20,500 JPY

Table 2

Semester	1 st	2 nd	3 rd	4 th	5 th	6 th	7 th	8 th
Excluding students below	15	15	18	18	18	18	11	11
2nd year transfer students			18	18	18	18	11	11
3rd year transfer students					18	18	13	13
2nd year Accelerated Graduation Enrollees	15	15	24	24	23	23		
3rd year Accelerated Graduation Enrollees	15	15	18	18	29	29		
2nd year Transfer Students, 3rd year Accelerated Graduation Enrollees			18	18	29	29		

(3) Tuition A for undergraduate students in their 9th semester or higher will be half of the 9th semester tuition, and Tuition B will be the amount obtained by multiplying the number of credits registered by 20,500 JPY.

Supplementary Provision (*January 22, 2016: Partial revisions in line with changes to enrollment and intake capacities*)

These University Regulations shall take effect on April 1, 2017; however, notwithstanding the revised Article 2, Paragraph 2 intake capacities for AY 2017 through AY 2019 will be as follows.

AY 2017

College of Asia Pacific Studies, Department of Asia Pacific Studies: 2,532

College of International Management, Department of International Management: 2,588

AY 2018

College of Asia Pacific Studies, Department of Asia Pacific Studies: 2,592

College of International Management, Department of International Management: 2,648

AY 2019

College of Asia Pacific Studies, Department of Asia Pacific Studies: 2,652

College of International Management, Department of International Management: 2,708

Supplementary Provision *(March 25, 2016: Partial revisions in line with changes to the Graduate School Faculty Council membership, changes to students subject to removal from the register, and related items)*

These University Regulations go into effect on April 1, 2016.

Supplementary Provision *(March 24, 2017: Partial revision in line with the AY 2011 curriculum reforms)*

These University Regulations shall take effect on April 1, 2017; however, for students who enrolled before March 31, 2017, the old Article 15 will be substituted for the revised Articles 15 through 15-4, the old Table 1 associated with Article 15 will be substituted for the revised Article 15-2 and Table 1 associated with Article 15-4, and the old Article 30 and Table 3 associated with Article 30 will be substituted for the revised Articles 30-2 and 30-3.

Supplementary Provision *(November 30, 2018: Changes in line with the establishment of the professional university and professional junior college systems)*

These University Regulations shall take effect on April 1, 2019.

Supplementary Provision *(April 26, 2019: Partial revisions in line with the addition of Free Electives and Subjects for Credit Transfer)*

- 1 These regulations shall go into effect on April 26, 2019, to be applied from April 1, 2019.
- 2 Notwithstanding the preceding paragraph, for students enrolled as of March 31, 2019, the provisions then in force shall remain applicable.

Supplementary Provisions *(October 25, 2019: Partial revisions in line with revised tuition and fees)*

These University Regulations shall take effect on April 1, 2020; however, notwithstanding the provisions of Articles 45 through 45-4, the admission fee and tuition for undergraduate students and graduate students who enrolled between April 1, 2015, and March 31, 2020, shall be as follows:

(1) Admission Fees

Item	Cost
Enrollment, All Transfers	130,000 JPY
Readmission	13,000 JPY

(2) Undergraduate Student Tuition

Type	Applicable to	Total Tuition (by Semester)			
		1 st Semester	2 nd Semester	3 rd Semester	4 th Semester
<i>Tuition A</i>	All Students	370,000 JPY	370,000 JPY	370,000 JPY	370,000 JPY
<i>Tuition B</i>	Excluding students below	294,000 JPY	294,000 JPY	336,000 JPY	336,000 JPY
	2nd year transfer students			336,000 JPY	336,000 JPY
	3rd year transfer students				
	2nd year Accelerated Graduation Enrollees	294,000 JPY	294,000 JPY	504,000 JPY	504,000 JPY
	3rd year Accelerated Graduation Enrollees	294,000 JPY	294,000 JPY	336,000 JPY	336,000 JPY
	2nd year Transfer Students, 3rd year Accelerated Graduation Enrollees			336,000 JPY	336,000 JPY

Type	Applicable to	Total Tuition (by Semester)			
		5 th Semester	6 th Semester	7 th Semester	8 th Semester
<i>Tuition A</i>	All Students	370,000 JPY	370,000 JPY	370,000 JPY	370,000 JPY
<i>Tuition B</i>	Excluding students below	336,000 JPY	336,000 JPY	336,000 JPY	336,000 JPY

2nd year transfer students	336,000 JPY	336,000 JPY	336,000 JPY	336,000 JPY
3rd year transfer students	336,000 JPY	336,000 JPY	336,000 JPY	336,000 JPY
2nd year Accelerated Graduation Enrollees	504,000 JPY	504,000 JPY		
3rd year Accelerated Graduation Enrollees	672,000 JPY	672,000 JPY		
2nd year Transfer Students, 3rd year Accelerated Graduation Enrollees	672,000 JPY	672,000 JPY		

(3) Tuition B is paid per credit as shown Table 1, based on the number of credits per semester as shown in Table 2 below.

Table 1

Item	Total
Cost Per Credit	21,000 JPY

Table 2

Semester	1 st	2 nd	3 rd	4 th	5 th	6 th	7 th	8 th
Excluding students below	14	14	16	16	16	16	16	16
2nd year transfer students			16	16	16	16	16	16
3rd year transfer students					16	16	16	16
2nd year Accelerated Graduation Enrollees	14	14	24	24	24	24		
3rd year Accelerated Graduation Enrollees	14	14	16	16	32	32		
2nd year Transfer Students, 3rd year Accelerated Graduation Enrollees			16	16	32	32		

(4) For students in their 9th semester and above, Tuition A will be half that of the Tuition A paid in

their 8th semester, and Tuition B shall be paid at a rate of 21,000 JPY per credit registered.

(5) Graduate School of Asia Pacific Studies Master's Program (First Stage of the Doctoral Program) Tuition

Applicable to	Total (Per Semester)			
	<i>1st Semester</i>	<i>2nd Semester</i>	<i>3rd Semester</i>	<i>4th Semester</i>
Grad students excluded below	700,000 JPY	700,000 JPY	700,000 JPY	700,000 JPY
Accelerated Graduation (1.5 yrs.)	700,000 JPY	700,000 JPY	1,400,000 JPY	
Accelerated Graduation (1 yr.)	700,000 JPY	2,100,000 JPY		

(6) Graduate School of Asia Pacific Studies (Doctoral Program) Tuition

Target	Total (Per Semester)					
	<i>1st Semester</i>	<i>2nd Semester</i>	<i>3rd Semester</i>	<i>4th Semester</i>	<i>5th Semester</i>	<i>6th Semester</i>
Grad students excluded below	700,000 JPY	700,000 JPY	700,000 JPY	700,000 JPY	700,000 JPY	700,000 JPY
Accelerated Graduation (2 yrs.)	1,400,000 JPY	1,400,000 JPY	700,000 JPY	700,000 JPY		

(7) Graduate School of Management Tuition

Applicable to	Total (Per Semester)			
	<i>1st Semester</i>	<i>2nd Semester</i>	<i>3rd Semester</i>	<i>4th Semester</i>
Grad students excluded below	900,000 JPY	900,000 JPY	900,000 JPY	900,000 JPY
Accelerated Graduation (1.5 yrs.)	900,000 JPY	900,000 JPY	1,800,000 JPY	

(8) Tuition for Doctoral Programs related to Article 45 Paragraph 4 Item 3

Applicable to	Total (Per Semester)
Tuition fees for students who have been enrolled for more than the standard period of study and who have completed all requirements other than the doctoral dissertation	100,000 JPY

Supplementary Provision (January 24, 2020: Partial revisions to the College of Asia Pacific Studies College Regulations, College of International Management College Regulations, Graduate School of Asia Pacific Studies Graduate School Regulations, Graduate School of Management Graduate School Regulations, Regulations for Payment of Tuition and Fees, and Degree Regulations)

These University Regulations shall take effect on April 1, 2020.

Supplementary Provision (March 26, 2021: Partial Revisions in line with the Partial Revisions to the Standards for Establishment of Graduate Schools, the addition of conduct subjects to disciplinary action, the addition of those eligible for Readmission and Removal from the Register, and

the removal of Withdrawal for Non-Payment of Tuition)

These University Regulations shall take effect on April 1, 2021.

Supplementary Provision *(January 28, 2022: Partial revisions in line with the explicit inclusion of internal quality assurance among matters for deliberation by the University Senate)*

These University Regulations shall take effect on April 1, 2022.

Supplementary Provisions *(January 28, 2022: Partial revisions in line with the establishment of the College of Sustainability and Tourism)*

1 These University Regulations shall take effect on April 1, 2023.

2 Notwithstanding the revised Article 2, Paragraph 2, the enrollment capacity of the College of Asia Pacific Studies, the College of International Management, and the College of Sustainability and Tourism, as well as the total enrollment capacity thereof, from AY 2023 to AY 2025, shall be as shown in the following table.

College	Department	AY 2023	AY 2024	AY 2025
College of Asia Pacific Studies	Department of Asia Pacific Studies	2,542	2,372	2,215
College of International Management	Department of International Management	2,675	2,582	2,515
College of Sustainability and Tourism	Department of Sustainability and Tourism	350	700	1,050
Total Enrollment Capacity		5,567	5,654	5,780

Supplementary Provisions *(March 24, 2023: Partial revisions in line with the establishment of Ritsumeikan Asia Pacific University Research Committee)*

These University Regulations shall take effect on April 1, 2023.

Supplementary Provisions *(March 29, 2024: Partial revisions in line with the establishment of the Future Visionary Vice President position, clarification of the authority of the Vice President, changes to the composition of the University Senate, addition of provisions related to grade evaluations, establishment of a maximum cumulative period for leaves of absence, etc.)*

1 These University Regulations shall take effect on April 1, 2024.

2 Notwithstanding the preceding paragraph, the revised Article 24 shall apply to students enrolled as of March 31, 2024, from April 1, 2026.

Supplementary Provisions *(January 24, 2025: Partial revisions in line with the establishment of provisions regarding courses utilizing advanced diverse media and the authorization of special enrollment arrangements for early graduation and early completion)*

These University Regulations shall take effect on April 1, 2025.

Supplementary Provisions *(January 23, 2026: Partial revisions in line with the establishment of the Asia Pacific University Integrated Research Institute, changes to the composition of the University Senate, the transfer of provisions regarding the composition of the Faculty Council to the Faculty Council Regulations, etc.)*

These University Regulations shall take effect on April 1, 2026.

Supplementary Provisions *(February 7, 2026: Partial revisions in line with changes to the handling of readmission and the addition of ground for removal from the register)*

These University Regulations shall take effect on April 1, 2026.

Supplementary Provisions (Partial Revision in Response to MEXT's Notice on Admission Eligibility, July 24, 2026)

These Regulations shall come into effect on July 24, 2026, and shall apply from April 1, 2026.

Table 1 Deleted

Table 2-(1) Deleted

Table 2-(2) Deleted

Table 2-(3) Deleted

Table 3 Deleted

Table 4 Deleted

Table 5 Deleted

Table 6 - Admission Fees

Item	Cost
Enrollment, All Transfers	200,000 JPY
Readmission	20,000 JPY

Table 7-1 – Tuition A (Fixed Tuition)

Item	Cost
Tuition A	380,000 JPY (Per Semester)

Table 7-2 – Undergraduate Student Tuition

Type	Applicable to	Total Tuition (by Semester)			
		<i>1st Semester</i>	<i>2nd Semester</i>	<i>3rd Semester</i>	<i>4th Semester</i>
<i>Tuition A</i>	All Students	380,000 JPY	380,000 JPY	380,000 JPY	380,000 JPY
<i>Tuition B</i>	Excluding students below	270,000 JPY	270,000 JPY	370,000 JPY	370,000 JPY
	2nd year transfer students			370,000 JPY	370,000 JPY
	3rd year transfer students				
	2nd year Accelerated Graduation Enrollees	270,000 JPY	270,000 JPY	555,000 JPY	555,000 JPY
	3rd year Accelerated Graduation Enrollees	270,000 JPY	270,000 JPY	370,000 JPY	370,000 JPY
	2nd year Transfer Students, 3rd year Accelerated Graduation Enrollees			370,000 JPY	370,000 JPY

Type	Applicable to	Total Tuition (by Semester)			
		<i>5th Semester</i>	<i>6th Semester</i>	<i>7th Semester</i>	<i>8th Semester</i>
<i>Tuition A</i>	All Students	380,000 JPY	380,000 JPY	380,000 JPY	380,000 JPY
<i>Tuition B</i>	Excluding students below	370,000 JPY	370,000 JPY	370,000 JPY	370,000 JPY
	2nd year transfer students	370,000 JPY	370,000 JPY	370,000 JPY	370,000 JPY
	3rd year transfer students	370,000 JPY	370,000 JPY	370,000 JPY	370,000 JPY
	2nd year Accelerated Graduation Enrollees	555,000 JPY	555,000 JPY		
	3rd year Accelerated Graduation Enrollees	740,000 JPY	740,000 JPY		

	2nd year Transfer Students, 3rd year Accelerated Graduation Enrollees	740,000 JPY	740,000 JPY		
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Table 7-3 – Fee Per Credit

Item	Total
Cost Per Credit	22,500 JPY

Table 8-1 Graduate School of Asia Pacific Studies Master's Program (First Stage of the Doctoral Program) Tuition

Applicable to	Total (Per Semester)			
	<i>1st Semester</i>	<i>2nd Semester</i>	<i>3rd Semester</i>	<i>4th Semester</i>
Grad students excluded below	650,000 JPY	650,000 JPY	750,000 JPY	750,000 JPY
Accelerated Graduation (1.5 yrs.)	650,000 JPY	650,000 JPY	1,500,000 JPY	
Accelerated Graduation (1 yr.)	650,000 JPY	2,150,000 JPY		

Table 8-2 Graduate School of Asia Pacific Studies (Doctoral Program) Tuition

Target	Total (Per Semester)					
	<i>1st Semester</i>	<i>2nd Semester</i>	<i>3rd Semester</i>	<i>4th Semester</i>	<i>5th Semester</i>	<i>6th Semester</i>
Grad students excluded below	650,000 JPY	650,000 JPY	750,000 JPY	750,000 JPY	750,000 JPY	750,000 JPY
Accelerated Graduation (2 yrs.)	1,400,000 JPY	1,400,000 JPY	750,000 JPY	750,000 JPY		

Table 8-3 Graduate School of Management Tuition

Applicable to	Total (Per Semester)			
	<i>1st Semester</i>	<i>2nd Semester</i>	<i>3rd Semester</i>	<i>4th Semester</i>
Grad students excluded below	900,000 JPY	900,000 JPY	1,000,000 JPY	1,000,000 JPY
Accelerated Graduation (1.5 yrs.)	900,000 JPY	900,000 JPY	2,000,000 JPY	

Table 8-4 Tuition for Doctoral Programs related to Article 45-4 Paragraph 3

Applicable to	Total (Per Semester)
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Tuition fees for students who have been enrolled for more than the standard period of study and who have completed all requirements other than the doctoral dissertation	100,000 JPY
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This English document is a translation of the original Japanese document and is for reference only. If any differences between the Japanese text and the English translation may appear, the Japanese text shall prevail in all aspects.