

Ritsumeikan Asia Pacific University University Regulations

December 22, 1999

Regulation No. 450

Chapter 1: General Provisions

Section 1: Purpose

Purpose

Article 1

The University's mission is to offer a wide range of knowledge as an academic center in accordance with the general principles and methods of education set forth in the Fundamental Education Law, as well as to teach and research in-depth technical knowledge pertaining to the Asia Pacific region in order to develop students' intellectual, moral, and practical abilities.

Self-Assessment

Article 1-2

- 1 In order to improve our educational and research standards and fulfill our purposes and social mission, the University shall conduct self-assessments and evaluations regarding the state of educational and research activities in the University and shall present the results to the public.
- 2 In addition to the preceding paragraph, the University shall receive accreditation for the university's education and research from an accreditation and evaluation agency.

Information Disclosure

Article 1-3

The University shall actively disclose information on education and research activities to the public with articles in publications and other methods that can garner wide publicity.

Section 2: Organization

Colleges

Article 2

- 1 The University shall consist of the College of Asia Pacific Studies and the College of

International Management.

- The Departments in the Colleges in the preceding paragraph shall set 2nd-year transfer capacities, 3rd-year transfer capacities, and total intake capacities as below;

Colleges	Department	Enrollment Capacity	2nd-year Transfer Capacity	3rd-year Transfer Capacity	Intake Capacity
Asia Pacific Studies	Asia Pacific Studies	660	12	18	2,712
International Management	International Management	660	22	31	2,768
Total		1,320	34	49	5,480

Graduate Schools

Article 2-2

- The University shall have the Graduate School of Asia Pacific Studies and the Graduate School of Management.
- The preceding Graduate Schools shall offer the majors identified below, and the following numbers of students shall be permitted to enroll therein.

Graduate School	Major	Degree Program	Enrollment Capacity	Intake Capacity
Graduate School of Asia Pacific Studies	Major in Asia Pacific Studies	Master's Program	15	30
		Doctoral Program	10	30
	Major in International Cooperation Policy	Master's Program	45	90
Graduate School of Management	Major in Management	Master's Program	40	80
Total			110	230

Auxiliary Facilities and Organizations

Article 3

- The University shall have an Asia Pacific Research Center, a Center for Language Education, a Media Resource Center, an Educational Development and Learning Support Center, and

other auxiliary facilities and organizations.

- 2 Rules regarding each auxiliary facility and organization shall be stipulated separately in the Regulations for Ritsumeikan Center for Asia Pacific Studies, the Ritsumeikan Asia Pacific University Regulations for the Center for Language Education, the Ritsumeikan Asia Pacific University Media Resource Center Regulations, and the Ritsumeikan Asia Pacific University Regulations for the Education Development and Learning Support Center.

President, Vice Presidents, Pro Vice Presidents, and Deans

Article 4

- 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 The President may appoint Pro Vice Presidents as needed.
- 3 Each College may have an Associate Dean and each Graduate School may have an Associate Dean.

Duties and Appointment of the President, Vice Presidents, Pro Vice Presidents, and Deans

Article 4-2

- 1 The President shall control University affairs and supervise the faculty and staff members of the University.
- 2 The Vice Presidents shall assist the President in his or her duties. They shall be appointed by the President. Appointments will be for three years, and concurrent appointments will be permitted.
- 3 Should the President suffer an accident or is absent, a Vice President designated in advance by the President shall act on the President's behalf.
- 4 The Pro Vice Presidents shall supervise special assignments deemed necessary by the President. They shall be appointed by the President. Appointments will be for one year, and concurrent appointments will be permitted.
- 5 The Deans of Colleges shall supervise matters regarding each College. They shall be appointed by the President, and concurrent appointments shall be permitted.
- 6 If the Dean of the College suffers an accident or is absent for any reason, a member of the Faculty Council designated in advance by the President shall act on the Dean's behalf.

- 7 Associate Deans may be appointed for each College to assist the Dean. The Associate Deans shall be appointed by the President. Appointments will be for three years, and concurrent appointments will be permitted.
- 8 The Dean of the Graduate School shall supervise matters regarding each Graduate School. The Dean of the Graduate School shall be appointed by the President. Appointments will be for three years, and concurrent appointments will be permitted.
- 9 If the Dean of the Graduate School suffers an accident or is absent for any reason, a member of the Graduate School Faculty Council designated in advance by the President shall act on the Dean's behalf.
- 10 Associate Deans may be appointed for each Graduate School to assist the Dean. Associate Deans shall be appointed by the President.
- 11 Procedures for selecting the President, Deans of the Colleges, and Deans of the Graduate Schools are stipulated in the Ritsumeikan Trust Act of Endowment, the Ritsumeikan Asia Pacific University Faculty Council Regulations and the Ritsumeikan Asia Pacific University Graduate School Faculty Council Regulations.

Faculty and Staff

Article 5

The University shall have professors, associate professors, lecturers, assistant professors (*jokyo*), and other staff members.

University Senate Meeting

Article 6

- 1 The University shall have a University Senate Meeting (hereinafter the "University Senate").
- 2 The University Senate shall comprise the following members:
 - (1) President;
 - (2) Vice Presidents;
 - (3) Pro Vice-Presidents;
 - (4) Deans of the Colleges;
 - (5) Deans of the Graduate Schools;
 - (6) Director of the Center for Language Education;

- (7) Director of the Education Development and Learning Support Center;
 - (8) Director of the Media Resource Center;
 - (9) Director of the Ritsumeikan Center for Asia Pacific Studies;
 - (10) Dean of Academic Affairs;
 - (11) Dean of Student Affairs;
 - (12) Dean of Admissions;
 - (13) Dean of Careers;
 - (14) Dean of International Cooperation & Research;
 - (15) Liaison Director;
 - (16) Director-General of University Administration;
 - (17) Other persons recognized as necessary by the University Senate.
- 3 The University Senate may require teaching staff members other than the members set forth above to attend meetings of the University Senate where necessary.
- 4 The President shall convene and chair meetings of the University Senate.
- 5 The University Senate shall discuss the following items for finalization by the President.
- (1) Basic policies regarding education, research, student support, and university management;
 - (2) The structure, organization, and systems of the University;
 - (3) Faculty personnel affairs;
 - (4) Items pertaining to internal quality assurance of the University;
 - (5) Other important items pertaining to education, research, student support, and university management.
- 6 Regulations regarding the operation of the University Senate shall be stipulated in the Ritsumeikan Asia Pacific University University Senate Meeting Regulations.

Faculty Council

Article 7

- 1 The University shall have a Faculty Council.
- 2 The Faculty Council membership shall be consisted of professors, associate professors, tenured senior lecturers (*tokunin-koshi*), and assistant professors (*jokyo*).
- 3 The Faculty Council, where necessary shall allow the attendance of other faculty and staff members not mentioned in the preceding paragraph.

- 4 Deans shall convene and chair the Faculty Council meetings.
- 5 The Faculty Council shall state the opinions on the following items for finalization by the President.
 - (1) Items regarding undergraduate admissions (excluding readmissions), graduation, and degree conferral;
 - (2) Items regarding the organization of educational programs;
 - (3) Items regarding education and research evaluations for the appointment and promotion of faculty;
 - (4) Items regarding the new establishment, addition, removal, or modification of Departments or Colleges and changes to student capacities.
- 6 In addition to the items stipulated in the previous paragraph, the Faculty Council shall deliberate on items regarding education and research and state the opinions upon request from the President.
- 7 Items regarding the operation of the Faculty Council shall be stipulated in the Ritsumeikan Asia Pacific University Faculty Council Regulations.

Graduate School Faculty Council

Article 7-2

- 1 Each graduate school of the University shall have a Graduate School Faculty Council.
- 2 The Graduate School Faculty Council shall consist of the professors who possess qualifications to teach graduate school subjects in the graduate school in question and who belong to the graduate school in question after passing the screening process to confirm qualifications to teach graduate school subjects.
- 3 The Graduate School Faculty Council, where necessary shall allow the attendance of other faculty and staff not mentioned in the preceding paragraph.
- 4 The Graduate School Dean shall convene and chair Graduate School Faculty Council meetings.
- 5 The Graduate School Faculty Council shall serve to state opinions on the following items that the President must decide:
 - (1) Graduate school admissions (excluding readmission), program completion, and conferral of degrees;

- (2) Organization of educational programs;
 - (3) Evaluation of education and research achievements for the Graduate School Instructor Qualification Screenings;
 - (4) Establishment, addition, removal, or modification of graduate schools or majors and changes to student capacities.
- 6 In addition to the items stipulated in the preceding paragraph, the Graduate School Faculty Council shall deliberate items concerning education and research and may state opinions upon a request from the President.
 - 7 Items concerning the operation of the Graduate School Faculty Council shall be stipulated in the Ritsumeikan Asia Pacific University Graduate School Faculty Council Regulations.

Academic Affairs Committee

Article 7-3

- 1 The University shall establish an Academic Affairs Committee.
- 2 The Academic Affairs Committee shall deliberate on academic related items for finalization by the President.
- 3 Items regarding the operation and organization of the Academic Affairs Committee shall be stipulated in the Ritsumeikan Asia Pacific University Academic Affairs Committee Regulations.

Student Affairs Committee

Article 7-4

- 1 The University shall establish a Student Affairs Committee.
- 2 The Student Affairs Committee shall deliberate on items regarding student status, reward and discipline, and student life for finalization by the President.
- 3 Items regarding the operation and organization of the Student Affairs Committee shall be stipulated in the Ritsumeikan Asia Pacific University Student Affairs Committee Regulations.

Admissions Assessment Committee

Article 7-5

- 1 The University shall establish an Admissions Assessment Committee.

- 2 The Admissions Assessment Committee shall deliberate on items regarding entrance examinations for finalization by the President.
- 3 Items regarding the operation and organization of the Admissions Assessment Committee shall be stipulated in the Ritsumeikan Asia Pacific University Admissions Assessment Committee Regulations.

Section 3: Academic Terms and Days Off

Academic Term

Article 8

A year shall comprise the following semesters and sessions.

Spring semester term: April 1 - September 20

Fall semester term: September 21 – March 31

Days Off

Article 9

- 1 The University shall be closed on the following days:
 - (1) Sundays and Saturdays;
 - (2) Days designated by the President from among the days set forth in the Act on National Holidays;
 - (3) Summer break;
 - (4) Winter break;
 - (5) Spring break.
- 2 Where necessary, the President may temporarily change the preceding days off.
- 3 The President may designate temporary days off other than those set forth in paragraph 1 above.

Chapter 2: Regular Students

Section 1: Period of Study and Maximum Period of Enrollment

Period of Study and Standard Period of Enrollment

Article 10

The period of undergraduate study at the University is four years, the standard period of enrollment in the graduate school master's programs shall be two years, and the standard period of enrollment in the graduate school doctoral program shall be three years.

Maximum Period of Enrollment

Article 10-2

- 1 The maximum periods of enrollment are eight years in the undergraduate colleges, four years in the graduate school master's programs, and six years in the graduate school doctoral program.
- 2 Students admitted pursuant to the provisions of Article 14, Paragraph 1 or Article 14-2 may not remain enrolled at the University for longer than the maximum period of enrollment in the preceding paragraph, including those periods included in the standard period of enrollment stipulated in Article 88 of the School Education Act.
- 3 As per Paragraph 1, the period of enrollment for readmitted students will include the period of enrollment before withdrawal.
- 4 Notwithstanding the provisions of Paragraph 1 and the preceding paragraph, the maximum period of enrollment for readmitted doctoral students is 6 years, including the period from withdrawal to readmission.

Section 2: Admission

Time of Admission

Article 11

Students may be admitted to the University in April and September every year.

Admissions Qualifications

Article 12

- 1 Students who may be admitted to colleges of the University are 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) Completion in a foreign country of a twelve-year school education curriculum or completion of an equivalent curriculum upon designation by the Minister of Education, Culture, Sports, Science and Technology;
- (4) Completion of a curriculum offered by a foreign educational facility in Japan which the Minister of Education Culture, Sports, Science and Technology has recognized to offer a curriculum equivalent to a high school curriculum;
- (5) Designation by the Minister of Education, Culture, Sports, Science and Technology;
- (6) Successful completion of the Examination for Students Achieving the Proficiency Level of Upper Secondary School Graduates in accordance with the Regulations for the Examination for Students Achieving the Proficiency Level of Upper Secondary School Graduates (including successful completion of the University Admission Qualification Test in accordance with the University Admission Qualification Test Regulations);
- (7) Completion of an advanced course at a special technical school (limited to periods of study of at least three years and any other criteria stipulated by the Minister of Education, Culture, Sports, Science and Technology) on or after the date specified by the Minister of Education, Culture, Sports, Science and Technology in stipulations issued separately by the Minister;
- (8) Based on an individual admissions screening, the candidate shall have the recognition by the President that they possess academic qualifications equivalent to high school graduates and has reached the age of at least 18.

Article 12-2

- 1 Students who can enter the master's degree programs of the University are 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) Completion in a foreign country of a curriculum equivalent to a sixteen-year school education curriculum;

- (3) Completion of sixteen years of school education in a foreign country via correspondence courses provided by the foreign educational facility while being in Japan;
 - (4) Completion of an education program at a foreign university in Japan under a curriculum based on a foreign education system that has received a separate designation of the Minister of Education, Culture, Sports, Science and Technology;
 - (5) Designation by the Minister of Education, Culture, Sports, Science and Technology;
 - (6) Award of a bachelor's degree by completing a program with a standard period of enrollment of at least three years at a foreign university or other foreign school system (including cases in which a student has completed said program by taking subjects in Japan offered by said foreign school via correspondence education and cases in which a student has completed a program that has received the designation in Item 4 at an educational institution positioned within the school education system of said foreign country);
 - (7) Recognition by the President to possess academic qualifications equivalent to university graduates or above as a result of individual admission and have reached an age of at least 22 years old.
- 2 Students who can enter the doctoral program of the University are 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) Possession of a degree equivalent to a degree stipulated in the foregoing clause that was obtained in a foreign country;
 - (3) Possession of a degree equivalent to a degree stipulated in Item 1 via correspondence courses provided by a foreign educational facility while being in Japan.
 - (4) Completion of an education program at a foreign university in Japan under a curriculum based on a foreign education system that has received a separate designation of the Minister of Education, Culture, Sports, Science and Technology which results in the conferral of a degree equivalent to a degree stipulated in Item 1;
 - (5) Designation by the Minister of Education, Culture, Sports, Science and Technology;
 - (6) Based on an individual admissions screening, the candidate shall have the recognition by the President that they possess academic qualifications equivalent to high school graduates and has reached the age of at least 24.

Application for Admission

Article 13

Students wishing to be admitted to the University must pay the entrance examination fee and follow the prescribed procedures.

Decision of Successful Examinees of Entrance Examinations

Article 13-2

Decisions on successful examinees of the entrance examinations shall be made by the President after deliberation by the Faculty Council.

Enrollment Procedures and Admission

Article 13-3

- 1 Individuals who have received notification of acceptance must submit the enrollment documents and pay the prescribed admission fee and tuition by the designated deadline.
- 2 In addition to the provisions stipulated in the preceding paragraph, students residing at AP house at the time of enrollment must pay the prescribed dormitory fees by the designated deadline.
- 3 The President shall permit entry of those individuals who have completed the enrollment procedures mentioned in the preceding two paragraphs.

Application for Graduate School

Article 13-4

Article 13, 13-2, and 13-3 shall apply accordingly to applications for the Graduate School of the University, by replacing the terms "Faculty Council" in the Article 13-2 with "Graduate School Faculty Council."

Undergraduate Transfer Entry and Second Bachelor Entry

Article 14

- 1 Upon a screening, the President may permit entry at the equivalent year level to students who apply for transfer entry from another tertiary institution, or second-bachelor admission.

- 2 Individuals that may gain transfer entry for another type of tertiary education into the 2nd or 3rd years must fall under one of the categories in the following items:
 - (1) An individual who has graduated from a professional junior college or the first level of a professional university whose program is divided into two levels or from a junior college (including foreign junior colleges and schools in Japan designated as equivalent to foreign junior colleges (including Japanese campuses of foreign university junior college divisions outside of the designation of the Minister of Education, Culture, Sports, Science and Technology));
 - (2) A graduate of a technical junior college (*kotosenmongakko*);
 - (3) An individual who has completed a major program (at least two years of enrollment and at least 1,700 hours of lectures or at least 62 credits) at a special technical school;
 - (4) An individual who has completed an upper secondary school advanced course with a standard period of enrollment of at least two years or another such course that satisfies the criteria stipulated by the Minister of Education, Culture, Sports, Science and Technology.
- 3 Individuals who may transfer from other university into the 2nd or 3rd years must fall under one of the categories in the following items:
 - (1) Transfer into second year
Enrollment at a university or professional university (including foreign universities) for at least one year and completion of at least 30 credits
 - (2) Transfer into third year
Enrollment at a university or professional university (including foreign universities) for at least two years and completion of at least 60 credits.
- 4 Individuals permitted second-bachelor admission to the University must possess a bachelor's degree.

Graduate School Transfer Entry

Article 14-2

Upon a screening, the President may permit entry at the equivalent graduate year level to those students that wish to transfer into the graduate schools or to transfer internally between graduate schools.

Application for Transfer Entry

Article 14-3

Articles 13, 13-2, and 13-3 shall apply accordingly to applications, screenings, and related procedures for transfer entry from other type of tertiary education, transfer entry from other university, and second-bachelor entry by replacing the term “admission” with “transfer entry from other type of tertiary education,” “transfer entry from other university,” or “second-bachelor entry” in the regulations.

Section 3: Educational Programs and Method of Completion

Undergraduate Curriculum Management Policy

Article 15

- 1 This university’s Colleges and Centers shall establish the courses required to achieve educational objectives and systematically organize the curriculum.
- 2 When organizing the curriculum, it should be properly considered to ensure that, in addition to teaching the specialized knowledge related to each College or Center, it includes the broad and deep education and cultivation of overall judgement skills necessary for developing a strong sense of humanity.
- 3 In addition to the items listed in this section, each college shall also set the types of classes to provide and their number of credits, the number of credits required for graduation, etc. in their college regulations.

Graduate School Curriculum Management Policy

Article 15-2

- 1 This university’s graduate school 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 When organizing the curriculum, it should be properly considered to ensure that, in addition to the specialized knowledge and skills necessary to master the area of research, it also includes basic knowledge of fields related to the area of research.
- 3 Graduate school education shall be conducted through both lecture courses and research guidance.

- 4 In addition to the items listed in this section, the graduate school shall set the classes provided, the number of credits required for completion, etc. in the graduate school regulations.

Article 15-3 Deleted

Article 15-4 Deleted

Article 15-5 Deleted

Article 15-6 Deleted

Article 15-7 Deleted

Teaching Methods

Article 15-8

Classes shall consist of one or a combination of lectures, seminars, labs, practicums, or practical examinations.

Article 15-9

- 1 Pursuant to separate provisions issued by the Minister of Education, Culture, Sports, Science and Technology, lectures may be offered outside of the classroom (including foreign countries) through the use of diverse advanced media technologies.
- 2 The number of credits earned from the teaching method in the preceding paragraph shall not exceed 60.

Article 15-10

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

Article 15-11

Some of the lectures in Article 15-8 may be conducted outside of the school buildings or affiliated facilities as specified separately by the Minister of Education, Culture, Sports, Science and Technology.

Credit Calculation Methods

Article 16

- 1 A lecture subject shall comprise coursework that will require 45 hours of study per credit, 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 class; however, regarding

language education, one credit shall be given for a 30-hour class;

- (2) One credit shall be given for a 30 or 45-hour class involving tutorials, or labs;
 - (3) If one subject incorporates two or more methods from among lectures, seminars, labs, practicums, or practical examinations, one credit will be granted for class hours stipulated by the Faculty Council based on the combination of methods in light of the criteria defined in the preceding two items.
- 2 Notwithstanding the stipulations in the preceding Paragraph, when it is deemed appropriate to confer credits for Undergraduate Thesis subjects based on an assessment of output therefrom, the applicable Faculty Council may stipulate credit numbers in light of the required amount of study.

Article 16-2 Deleted

Conferral of Credits

Article 17

A prescribed number of credits shall be conferred on students who have completed a lecture subject and passed the examinations therein.

Enrollment in Subjects at Other Universities

Article 18

- 1 Where the University deems it educationally beneficial, students may be permitted to enroll in lecture subjects offered at other universities, professional universities, junior colleges, or professional junior colleges based on discussions with said institutions.
- 2 Up to 60 credits obtained by taking lecture subjects in accordance with the stipulations in the preceding paragraph may be treated as having been completed by taking lecture subjects at the University.
- 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).

Study at Educational Institutions Other than Universities

Article 19

- 1 Where the University deems it educationally beneficial, course work that a student has completed in his or her major at a junior college or professional school, or other course work or stipulated by the Minister of Education, Culture, Sports, Science and Technology, may be treated as classes completed at the University, and the credits may be granted therefor.
- 2 The number of credits that can be granted in accordance with the preceding paragraph must not exceed 60, including those credits obtained at other institutions and credits treated as credits obtained at the University pursuant to the provisions of Paragraphs 1 and 2 of the preceding article.

Recognition of Credits Earned Prior to Enrollment

Article 20

- 1 Where the University deems it educationally beneficial, credits (including credits obtained as a part-time student) that a student has earned from classes completed at other universities, professional universities, junior colleges, or professional junior colleges (including foreign institutions) prior to his or her admission to the University may be treated as credits earned from classes completed after admission.
- 2 Where the University deems it educationally beneficial, studies conducted at institutions prior to enrollment at the University as stipulated in Paragraph 1 of the preceding article may be treated as lecture subjects taken at the University and credits may be granted therefor.
- 3 Except in cases of transfer entry, second bachelor entry, and readmission, the number of credits that may be granted for studies treated as studies at the University in accordance with the preceding two paragraphs must not exceed 30 credits.
- 4 The combination of credits obtained at other institutions and credits treated as credits obtained at the University in accordance with Article 18 and the paragraphs 1 and 2 of the preceding article—excluding cases of transfer entry and second bachelor entry—must not exceed 60.

Article 21 Deleted

Enrollment in Graduate School Lecture Subjects at Other Universities and Recognition of Credits Earned Prior to Enrollment

Article 21-2

1. The provisions of Articles 18 and 20 shall apply to Graduate Schools of the University by

replacing “lecture subjects” with “graduate school lecture subjects.” This Paragraph shall apply accordingly to Article 18, Paragraph 2 and Article 20, Paragraph 3 by substituting "60 credits" of the former and “30 credits” of the latter with "15 credits."

2. The total number of credits that can be considered to have been acquired at this graduate school due to the above provision shall not exceed 20 credits in total.

Approval of Credits for Transfer Entry and Second Bachelor Entry

Article 21-3

Of the credits in Article 20 obtained prior to enrollment at the University by students admitted under transfer entry and second bachelor entry, up to 30 credits for second-year enrollees and up to 62 credits for third-year enrollees may be treated as obtained at the University.

Article 21-4

Of the graduate school credits obtained prior to enrollment at the University by students admitted to the Graduate School as transfer entry students pursuant to the provisions of Article 21-2, up to but no more than half of the credits required for completion may be treated as having been earned at the Graduate School.

Article 22 Deleted

Maximum Credit Registration Limits

Article 22-2

The maximum number of credits that students can register in a semester shall be stipulated in the Ritsumeikan Asia Pacific University Academic Regulations.

Article 23 Deleted

Section 4: Leave of Absence, Reinstatement, Permission to Withdraw, Readmission, Transfers, Internal Transfer, Study Abroad, and Removal from the Register

Leave of Absence

Article 24

- 1 A student who is unable to continue his or her studies for three or more consecutive months due to sickness, financial difficulties, overseas travel, or other justifiable reasons may submit

- a request for leave of absence.
- 2 Students requesting a leave of absence must pay leave of absence screening fees and matriculation fees at the time of application.
 - 3 A student who issues a request for 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 specific student to take a leave of absence if his or her attendance in classes is deemed to be inappropriate due to infectious disease or other illness.
 - 5 The period of a leave of absence shall be the semester term.
 - 6 Students are allowed to take a leave of absence for up to 4 consecutive Semester Terms; however, they may be given permission to continue to take a leave of absence for up to an additional 4 Semester Terms if there is a justifiable reason to do so.
 - 7 The period of a leave of absence shall not be counted in the period of enrollment at APU.
 - 8 Students on a leave of absence must pay matriculation fees for the period of absence.

Reinstatement

Article 24-2

A student on a leave of absence who issues a request for reinstatement may be granted reinstatement by the President upon deliberation by the Student Affairs Committee.

Permission to Withdraw

Article 24-3

Students must obtain permission from the President in order to withdraw.

Readmission

Article 24-4

- 1 Students who withdrew and students who were removed from the register pursuant to Article 29, Item 7 who issues a request for readmission may be granted readmission by the President upon deliberation by the Student Affairs Committee; however, readmission of student's subject to withdrawal as stipulated in Article 32-3 will not be permitted.
- 2 Notwithstanding the preceding paragraph, readmission is not permitted after three years have passed from the day following the final day of the semester in which the day of withdrawal or removal from the register occurred.

- 3 Students requesting readmission must pay readmission screening fees at the time of application.
- 4 Students who have been granted readmission must pay the prescribed admission fees by the designated deadline.

Transfers

Article 25

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.

Transfer within the University

Article 26

- 1 Undergraduate students who wish to transfer to a different college in the university may be permitted to do so at the time of advancement to the second or third year by the President upon deliberation by the Academic Affairs Committee.
- 2 Internal transfer at the graduate school level may be permitted only between the majors in the Graduate School of Asia Pacific Studies. Internal transfer may be permitted at the beginning of the second semester by the President upon deliberation of the Academic Affairs Committee. Transfer between the graduate schools is not permitted.
- 3 Students requesting a transfer must pay transfer screening fees at the time of application.

Study Abroad

Article 26-2

Students requesting to study a regular class etc. of another Japanese university, overseas university, or similar foreign higher educational institution, pursuant to the agreement between the university or the institution and the University (hereinafter, “study abroad”) may be permitted 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.

Prohibition of Dual Enrollment

Article 28

Students cannot concurrently enroll in another degree-granting program at APU or any other university; however, this shall not be the case for dual degree programs operated under mutual agreements with foreign partner universities.

Removal from the Register

Article 29

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

- (1) Students who have completed entrance procedures, but who are regarded as having no intention to study at APU;
- (2) Students who have exceeded their period of enrollment as shown in Article 10-2
- (3) Dually-enrolled students;
- (4) Students whose whereabouts remain unknown for three or more months;
- (5) Students who have passed away;
- (6) Students scheduled to obtain a visa to enter Japan with the status of residence of 'College Student' stipulated in the Immigration Control and Refugee Recognition Act whose visas have been rejected.
- (7) Students who fail to pay tuition or the matriculation fee.

Section 5: Graduation, Completion, and Degrees

Graduation and Degrees

Article 30

- 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 shall 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 degree shall be conferred by the President on students that satisfy the requirements set forth by the preceding paragraph.

Article 30-2 Deleted

Article 30-3 Deleted

(Completion and Degrees for the Master's Programs)

Article 31

- 1 Completion shall be recognized by the President for students who have remained enrolled for at least two years in a master's program of the Graduate School, have earned the credits required for completion stipulated in each Graduate School Regulations, and have passed the screening and examination for a master's thesis or research outcomes on a specific topic having received the necessary research supervision in accordance with the objectives of the master's program in question.
- 2 Notwithstanding the preceding paragraph, completion shall be recognized by the President for students with excellent achievements who have remained enrolled for at least one year in a master's program of the Graduate School, have earned the credits required for completion stipulated in the Graduate School Regulations, and have passed the screening and examination for a master's thesis or research outcomes on a specific topic having received the necessary research supervision in accordance with the objectives of the master's program in question.
- 3 Under the provisions of Article 21 Paragraph 2, for educational purposes the graduate school may consider credits earned by a student before enrolling in a master's program at a graduate school of this university (limited to those who registered after the student was officially admitted pursuant to the requirements in Article 102, Paragraph 1 of the School Education Act) to have been acquired at this graduate school and earned as part of the course of study in which they are currently enrolled. In such cases, the student may be considered as having been enrolled for a period specified by the graduate school, within a range not exceeding one year, based on the number of credits, the period of time in which they were acquired, and so on. However, even in such a case, students must be enrolled in the master's 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 and Paragraph 2.

(Completion and Degrees for Doctoral Program)

Article 31-2

- 1 Completion shall be recognized by the President for students who have remained enrolled for at least three years (two years for persons who completed a program of a law school in Article 18 Paragraph 1 of the Standards for the Establishment of Professional Graduate Schools) in a doctoral program of the Graduate School, have earned the credits required for completion stipulated in each Postgraduate Regulations, and have passed the doctoral dissertation screening and examination having received the necessary research supervision.
- 2 Notwithstanding the preceding paragraph, the President may decide to confer a doctoral degree on a student with excellent achievements who has remained enrolled for at least one year (for a student who completed terminal master's program or professional degree program with a standard period of enrollment of at least one but no more than two years, the period shall be three years less the period of said program (i.e., at least one but no more than two years); for a student who completed a terminal or non-terminal master's degree program in the enrollment period stipulated in the proviso of Article 16 of the Standards for the Establishment of Graduate Schools, the period shall be three years less the period of said program (up to but not exceeding two years)), provided the student has earned the credits required for completion stipulated in each Postgraduate Regulations, has undergone necessary research supervision, and has passed the doctoral dissertation screening and examination.
- 3 Notwithstanding Paragraph 1, the term of enrollment for students that successfully completed their master's degrees in one year and more with excellent achievements shall be the term required to complete the master's program plus three years; however, enrollment of three years or more (which includes the term of master's program) shall be sufficient for students with excellent achievements.
- 4 Notwithstanding Paragraph 1, in accordance with article 156 of School Education Law Implementation Rules, when the students recognized to possess academic qualifications equivalent to a master's degree or higher are enrolled in the doctoral program, they shall be required for the completion of the doctoral program to enroll in Graduate School for at least

three years, earn the credits required for completion stipulated in each Postgraduate Regulations, and pass the screening and examination for the doctoral dissertation having undergone the necessary research supervision. However, enrollment of one year or more in the Graduate School shall be sufficient for students with excellent research achievements.

- 5 The President shall confer a doctoral degree on students who satisfy either of the requirements in the preceding four paragraphs.

Article 31-3

Items concerning degrees and degree conferral are stipulated in the Ritsumeikan Asia Pacific University Degree Regulations.

Section 6: Awards and Discipline

Article 32 Deleted

Awards

Article 32-2

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

Disciplinary Action

Article 32-3

- 1 Upon deliberation by the Student Affairs Committee, the President shall mete out punitive measures 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) 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: 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

Non-Regular Students

Article 38

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.

Auditors

Article 39

- 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.

Part-Time Students

Article 40

- 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.

Special Auditors

Article 41

- 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.

Post-Master's Research Students, Doctoral Research Fellows

Article 41-2

- 1 Students 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

Qualifications, Credits, and others of Non-Regular Students

Article 42

- 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 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 strongly aspire to enter the Doctoral Program at the University.
- 4 A person wishing to qualify as a doctoral research fellow must have obtained the prescribed credits in the 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

Admission Fee

Article 45-2

The admission fee is stipulated in Table 6.

Undergraduate Student Tuition

Article 45-3

- 1 Undergraduate tuition shall be paid each semester, consisting of the total cost of Tuition A (fixed tuition) and Tuition B (calculated by multiplying the number of credits per semester as shown in Attachment 7-2 by the cost per credit as shown in Attachment 7-3) as specified in Attachment 7-4.
- 2 Notwithstanding the previous paragraph, students in their 9th semester and above will pay a

total of half of Tuition A and Tuition B as calculated based on the number of credits and the cost per credit.

Graduate Student Tuition

Article 45-4

- 1 Semesterly graduate student tuition shall be those amounts stipulated in Table 8-1 for the Graduate School of Asia Pacific Studies Master's 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 for the final semester for “graduate students other than graduate students as listed below” in Table 8-1 to 8-3.
- 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.

Payment of Tuition and Fees etc.

Article 46

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

Payment of Tuition During Suspension

Article 46-2

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

Registration Fees, etc. for Non-Regular Students

Article 46-3

- 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

Withdrawal for Non-Payment of Tuition

Article 50 Deleted

(Refunds of Tuition and Other Student Fees)

Article 51

- 1 Entrance examination fees, tuition, and other student fees that have already been paid will not be refunded.
- 2 Notwithstanding the provisions stipulated in 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 fees 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 the provisions stipulated in Paragraph 1, students who have been withdrawn or removed from the register and who have already paid tuition fees for the semester following the one in which they were withdrawn or removed from the register may be refunded the amount of their payments less the actual cost for refunding in some cases.
- 4 Notwithstanding the provisions stipulated in Paragraph 1, students who have not been granted their request for a leave of absence shall be refunded their matriculation fees.

Waivers or Reductions

Article 51-2

In some situations entrance examination fees, tuition fees, and other student fees will be either reduced or waived.

Article 51-3

In addition to the provisions stipulated in these University Regulations, matters concerning entrance examination 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 admissions, leave of absence, reinstatement, withdrawal, readmissions, 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 Amendments and Deletions

Article 52

Amendments and deletions of these Regulations shall be made by the Board of Trustees upon deliberation by the University Senate Meeting.

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

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

AY2004

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 due to notification to University Senate Meeting 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 entry 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, 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)			
		1 st Semester	2 nd Semester	3 rd Semester	4 th Semester
Tuition A	All Students	342,000JPY	342,000 JPY	342,000 JPY	342,000 JPY
Tuition B	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)			
		5 th Semester	6 th Semester	7 th Semester	8 th Semester
Tuition A	All Students	342,000 JPY	342,000 JPY	342,000 JPY	342,000 JPY
Tuition B	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, Transfer	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
Tuition A	All Students	370,000 JPY	370,000 JPY	370,000 JPY	370,000 JPY
Tuition B	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
Tuition A	All Students	370,000 JPY	370,000 JPY	370,000 JPY	370,000 JPY
Tuition B	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) Tuition

Applicable to	Total (Per Semester)			
	1 st Semester	2 nd Semester	3 rd Semester	4 th Semester
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)					
	1 st Semester	2 nd Semester	3 rd Semester	4 th Semester	5 th Semester	6 th Semester
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)			
	1 st Semester	2 nd Semester	3 rd Semester	4 th Semester
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 formulation of the Internal Quality Assurance Policy)

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

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, Transfer	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)			
		1 st Semester	2 nd Semester	3 rd Semester	4 th Semester
Tuition A	All Students	380,000 JPY	380,000 JPY	380,000 JPY	380,000 JPY
Tuition B	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	270,000 JPY	270,000 JPY	555,000 JPY	555,000 JPY

	Accelerated Graduation Enrollees				
	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)			
		5 th Semester	6 th Semester	7 th Semester	8 th Semester
Tuition A	All Students	380,000 JPY	380,000 JPY	380,000 JPY	380,000 JPY
Tuition B	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		

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) Tuition

Applicable to	Total (Per Semester)			
	1 st Semester	2 nd Semester	3 rd Semester	4 th Semester

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)					
	1 st Semester	2 nd Semester	3 rd Semester	4 th Semester	5 th Semester	6 th Semester
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)			
	1 st Semester	2 nd Semester	3 rd Semester	4 th Semester
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)
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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