

Toyo University Graduate School Academic Rules and Regulations

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	April 1, 1982	April 1, 1983
	April 1, 1985	April 1, 1986
	April 1, 1987	April 1, 1988
	September 26, 1988	April 1, 1989
	May 30, 1989	April 1, 1990
	April 1, 1991	July 1, 1991
	October 1, 1991	April 1, 1992
	April 1, 1993	July 1, 1993
	November 1, 1993	April 1, 1994
	September 5, 1994	April 1, 1995
	April 1, 1996	April 1, 1997
	April 1, 1998	September 1, 1998
	April 1, 1999	February 1, 2000
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Chapter 1 General Rules

(Purpose)

Article 1 The purpose of the Graduate School of Toyo University (hereinafter referred to as “the Graduate School of the University”) is to vigorously pursue education and research on academic theories and their practical applications, based on the founding spirit of Toyo University (hereinafter referred to as “the University”), thereby contributing to the development of human culture in Japan and in the world.

(Self-inspection/Assessment and Certified Evaluation and Accreditation)

Article 1-2 With the aim of improving the level of its education and research, the Graduate School of the University shall self-inspect and assess the status of its education and research; organization and operation; and facilities and equipment. The Graduate School of the University shall also disclose the results thereof to the public.

2. Details of the self-inspection and assessment set forth in the preceding paragraph shall be provided for separately.
3. In addition to the action set forth in Paragraph 1, pursuant to Paragraph 2, Article 109 of the School

Education Act, the Graduate School of the University shall undergo evaluation concerning the overall condition of its education, research, etc. by a party certified by the Minister of Education, Culture, Sports, Science and Technology at legally specified intervals, and shall disclose the results thereof to the public.

(Organizational Training, etc. for Improvement of Content, etc. of Education)

Article 1-3 The Graduate School of the University shall conduct organizational training and research aimed at improving the content and methods of courses and research advising.

2. In addition to the provisions of the preceding paragraph, for the purpose of enhancing the quality of its operation, the Graduate School of the University shall conduct training to help the faculty and administrative staff members acquire the knowledge and skills necessary for the operation of the Graduate School of the University and improve their abilities and qualities.

(Disclosure of Information on Education and Research Activities, etc.)

Article 1-4 Pursuant to Article 172-2 of the Ordinance for Enforcement of the School Education Act, the Graduate School of the University shall disclose information on the conditions of its education and research activities, etc.

2. In addition to the provisions in the preceding paragraph, the Graduate School of the University shall proactively endeavor to disclose information on the knowledge and abilities that the students of the Graduate School of the University are expected to obtain for educational purposes.

(Academic Programs)

Article 2 The Graduate School of the University shall establish a Doctoral Program and a Master's Program.

2. The standard duration of study for the Doctoral Program shall be five years, and two years for the Master's Program.
3. The Doctoral Program shall consist of two stages: a two-year first stage program (Master's Program) and a three-year second stage program (Doctoral Program).
4. The initial two-year program shall be classified as a Master's Program.

(Objectives of Academic Programs)

Article 3 The Doctoral Program is designed for students to foster advanced research abilities necessary for independently conducting research activities as researchers in their fields of specialization or for engaging in other highly specialized work, and to develop abundant academic knowledge that constitutes a base for such advanced research activities.

2. The Master's Program is designed for students to develop sophisticated and profound academic knowledge from a broad perspective and to foster research abilities in their fields of specialization, or excellent capabilities to engage in professions requiring advanced expertise.

Chapter 2 Structure of Graduate Schools

(Graduate Schools and Courses)

Article 4 The Graduate School of the University shall establish the graduate schools listed below.

- (1) Graduate School of Letters
 - (2) Graduate School of Sociology
 - (3) Graduate School of Law
 - (4) Graduate School of Business Administration
 - (5) Graduate School of Science and Engineering
 - (6) Graduate School of Economics
 - (7) Graduate School of Global and Regional Studies
 - (8) Graduate School of International Tourism Management
 - (9) Graduate School of Life Sciences
 - (10) Graduate School of Social Welfare
 - (11) Graduate School of Human Life Design
 - (12) Graduate School of Interdisciplinary New Science
 - (13) Graduate School of Information Sciences and Arts
 - (14) Graduate School of Food and Nutritional Sciences
 - (15) Graduate School of Information Networking for Innovation and Design
2. The graduate schools set forth in the preceding paragraph shall have the courses specified in Appendix (1).
 3. Of the courses set forth in the preceding paragraph, the Course of System for Welfare Society of the Graduate School of Sociology, the Course of Business, Accounting and Finance of the Graduate School of Business Administration, the Course of Public/Private Partnership of the Graduate School of Economics, and the Course of System for Welfare Society of the Graduate School of Welfare Society Design shall be offered mainly in the evening; provided, however, that education may be provided at appropriate times, such as classes and research advising in the daytime or during other specified hours or periods, when it is deemed to be especially necessary from an educational standpoint.
 4. When it is deemed to be especially necessary from the educational standpoint of the Graduate School of the University, education may be provided at appropriate times, such as classes and research advising in the nighttime or during other specified hours or periods.
 5. Graduate school regulations for each graduate school shall be established separately.

(Human Resources Development Objectives and Educational/Research Objectives of Graduate Schools and Courses)

Article 4-2 Each graduate school shall specify, in its Graduate School Regulations, the objective of human resources development and other educational and research objectives of the graduate school and its course(s).

(Policies for Completion Certification, Degree Conferment, Curriculum Development and Implementation, and Admissions)

Article 4-3 To achieve the objectives set forth in the preceding Article, each graduate school shall specify in its Graduate School Regulations its policies concerning certification of completion, conferral of degrees, organization and implementation of educational curriculums, and admission of students to the graduate school and its course(s).

(Student Admission Capacity)

Article 5 The admission capacity of respective graduate schools and courses set forth in the preceding Article shall be as specified in Appendix (1).

Chapter 3 Education Curriculums

(Curriculum Preparation Policy)

Article 5-2 The Graduate School of the University shall establish necessary courses on its own for achieving the educational purposes of respective graduate schools and courses, develop a plan to guide the preparation of academic theses (hereinafter referred to as “research advising”), and formulate systematic curriculums.

2. In formulating curriculums under the preceding paragraph, the Graduate School of the University shall make appropriate consideration so that students can acquire high levels of professional knowledge and skills in their areas of specialization and can develop basic capabilities in fields associated with their areas of specialization.

(Classes and Research Advising)

Article 6 The Graduate School of the University shall provide education in the form of classes for individual courses and research advising.

(Clarification of Grading Criteria, etc.)

Article 6-2 The Graduate School of the University shall clarify to students the methods and content of classes and research advising, and its one-year plan of classes and research advising, in advance.

2. In evaluating students’ academic achievements and theses and the accreditation of completion, the Graduate School of the University shall clarify the criteria thereof for students in advance to secure the objectivity and strictness of such evaluation, and shall appropriately perform such evaluation in accordance with the criteria clarified.

(Classes Using Media)

Article 6-3 The classes set forth in Article 6 may be conducted at other places than predesignated classrooms in order to highly utilize various media, as specified by the Minister of Education, Culture, Sports, Science and Technology.

(Course Requirements, etc.)

Article 7 The categories of courses, the names of, numbers of credits for, credit allocation of and

registration for courses and research advising courses, and course requirements, which are stated in the curriculum of each graduate school, shall be specified by each graduate school in its Graduate School Regulations.

(Entrustment of Courses)

Article 8 When it is deemed to be especially necessary from an educational and research standpoint, graduate schools of the University may allow students to take courses offered by graduate schools of other universities, including overseas universities, with which the Graduate School of the University has an agreement (hereinafter referred to as "other graduate schools").

2. Of the credits earned under the provisions of the preceding paragraph, a maximum of 10 credits can be transferred to the credits set forth in Article 12 hereof.

(Entrustment of Research Advising)

Article 9 When it is deemed to be especially necessary from an educational and research standpoint, each graduate school of the University may allow students to receive a part of the research advising offered by research institutes, including other graduate schools and overseas research institutes, with which the Graduate School of the University has an agreement (hereinafter referred to as "Research Institutes, etc."); provided, however, that the total duration of said research advising cannot exceed one year for students enrolled in the Master's Program.

(Granting of Credits)

Article 10 Credits for a course shall be granted to persons who have attended the classes of the course and passed examinations, etc.

(Accreditation of Credits Already Obtained Prior to Enrollment)

Article 10-2 When it is deemed beneficial for education, the Graduate School Committee shall treat the credits acquired by taking courses in a graduate school of the University or other universities prior to enrollment in the Graduate School of the University (including credits obtained as a non-matriculated student) as those that have been acquired by taking classes of the Graduate School of the University after enrollment, to the extent that they do not exceed 10 credits, and shall include such credits in the number of credits required for the completion of the Master's Program.

(Exams and Grades)

Article 11 Exams shall be conducted in the manner determined by the Graduate School Committee of each graduate school.

2. Grades shall be "S" (a mark between 100 and 90), "A" (a mark between 89 and 80), "B" (a mark between 79 and 70), "C" (a mark between 69 and 60), and "D" (a mark 59 or lower), with "S," "A," "B," and "C" taken to be a pass, and with "D" a failure.

Chapter 4 Program Completion Requirements and Conferral of Degrees

(Requirements for Completion of the Master's Program)

Article 12 The requirements for completion of the Master's Program shall be enrollment in the Graduate School of the University for two years or longer, the acquisition of a minimum of 30 credits, the receipt of necessary research advising, and success in the examination of the student's master's thesis or the results of research on a specified subject and the final examination according to the purpose of the Master's Program; provided, however, that an enrollment period of one year or longer may be sufficient for students who have attained excellent achievements.

2. The requirements, including the number of credits, for completion of a graduate school shall be specified by each graduate school in its Graduate School Regulations.

(Requirements for Completion of the Doctoral Program)

Article 13 The requirements for completion of the Doctoral Program shall be enrollment in the Graduate School of the University for three years or longer (two years or longer of enrollment in the case of persons who fall under Paragraph 2 (2), Article 30 hereof and have completed Law School), the receipt of necessary research advising, and success in the examination of the student's doctoral thesis and the final examination; provided, however, that an enrollment period of one year or longer in the Graduate School of the University (three years or longer, including an enrollment period in the Master's Program, the Doctoral Program, or a professional degree program, in the case of persons who have completed any of such programs after enrollment for one year or more but less than two years) may be sufficient for students who have attained excellent achievements.

2. The requirements, including the number of credits, for completion of a graduate school shall be specified by each graduate school in its Graduate School Regulations.

(Maximum Duration of Enrollment)

Article 14 The maximum duration of enrollment in the Graduate School of the University shall be four years for the Master's Program, and six years for the Doctoral Program.

(Extension of Study Period)

Article 14-2 In some circumstances, such as students who are employed, the standard duration of study as defined in Article 2 hereof may be extended for a certain period to complete a study program in a planned manner (hereinafter referred to as "the Long-term Study System"). However, the total duration of a student's enrollment shall not exceed the maximum enrollment period as set forth in the preceding Article.

2. In addition to what is provided for in the preceding paragraph, necessary matters concerning the Long-term Study System shall be specified separately.

(Conferral of a Master's Degree)

Article 15 A master's degree shall be conferred on persons who have met the requirements for completion of the Master's Program. The types of master's degrees offered are as follows:

- (1) Graduate School of Letters, Course of Philosophy: Master of Arts
- (2) Graduate School of Letters, Course of Indian Philosophy and Buddhist Studies: Master of Arts
- (3) Graduate School of Letters, Course of Japanese Literature and Culture: Master of Arts
- (4) Graduate School of Letters, Course of Chinese Philosophy: Master of Arts
- (5) Graduate School of Letters, Course of English Language and Literature: Master of Arts
- (6) Graduate School of Letters, Course of History: Master of Arts
- (7) Graduate School of Letters, Course of Education: Master of Education
- (8) Graduate School of Letters, Course of International Culture and Communication Studies: Master of Arts
- (9) Graduate School of Sociology, Course of Sociology: Master of Sociology
- (10) Graduate School of Sociology, Course of Social Psychology: Master of Social Psychology
- (11) Graduate School of Sociology, Course of System for Welfare Society: Master of Sociology or Master of Social Welfare
- (12) Graduate School of Law, Course of Private Law: Master of Law
- (13) Graduate School of Law, Course of Public Law: Master of Law
- (14) Graduate School of Business Administration, Course of Business Administration and Marketing: Master of Business Administration or Master of Marketing
- (15) Graduate School of Business Administration, Course of Business Accounting and Finance: Master of Business Administration
- (16) Graduate School of Science and Engineering, Course of Biomedical Engineering: Master of Science and Engineering
- (17) Graduate School of Science and Engineering, Course of Applied Chemistry: Master of Science and Engineering
- (18) Graduate School of Science and Engineering, Course of Advanced Mechatronics Systems: Master of Science and Engineering
- (19) Graduate School of Science and Engineering, Course of Electricity, Electronics and Communications: Master of Science and Engineering
- (20) Graduate School of Science and Engineering, Course of Civil and Environmental Engineering: Master of Engineering
- (21) Graduate School of Science and Engineering, Course of Architecture: Master of Engineering
- (22) Graduate School of Economics, Course of Economics: Master of Economics
- (23) Graduate School of Economics, Course of Public-Private Partnership: Master of Economics
- (24) Graduate School of Global and Regional Studies, Course of Global Innovation Studies: Master of Global Innovation Studies
- (25) Graduate School of Global and Regional Studies, Course of Regional Development Studies: Master of Regional Development Studies

- (26) Graduate School of International Tourism Management, Course of International Tourism Management: Master of International Tourism Management
- (27) Graduate School of Life Sciences, Course of Life Sciences: Master of Life Sciences
- (28) Graduate School of Social Welfare, Course of Social Welfare: Master of Social Welfare or a Master of Social Work
- (29) Graduate School of Human Life Design, Course of Human Care and Support: Master of Social Welfare or Master of Early Childhood Care and Education
- (30) Graduate School of Human Life Design, Course of Health Care and Sports: Master of Health Care and Sports
- (31) Graduate School of Human Life Design, Course of Human Environment Design: Master of Human Environment Design
- (32) Graduate School of Interdisciplinary New Science, Course of Bio-Nano Science Fusion: Master of Bio-Nano Science Fusion
- (33) Graduate School of Information Sciences and Arts, Course of Information Sciences and Arts: Master of Information Sciences and Arts
- (34) Graduate School of Food and Nutritional Sciences, Course of Food and Nutritional Sciences: Master of Food and Nutritional Sciences
- (35) Graduate School of Information Networking for Innovation and Design, Course of Information Networking for Innovation and Design: Master of Information Networking for Innovation and Design

(Conferral of a Doctoral Degree)

Article 16 A doctoral degree shall be conferred on persons who have met the requirements for completion of the Doctoral Program. The types of doctoral degrees offered are as follows:

- (1) Graduate School of Letters, Course of Philosophy: Ph.D. in Philosophy
- (2) Graduate School of Letters, Course of Indian Philosophy and Buddhist Studies: Ph.D. in Indian Philosophy and Buddhist Studies
- (3) Graduate School of Letters, Course of Japanese Literature and Culture: Ph.D. in Japanese Literature and Culture
- (4) Graduate School of Letters, Course of Chinese Philosophy: Ph.D. in Chinese Philosophy
- (5) Graduate School of Letters, Course of English Language and Literature: Ph.D. in English Literature
- (6) Graduate School of Letters, Course of History: Ph.D. in History
- (7) Graduate School of Letters, Course of Education: Ph.D. in Education
- (8) Graduate School of Letters, Course of International Culture and Communication Studies: Ph.D. in International Culture and Communication Studies
- (9) Graduate School of Sociology, Course of Sociology: Doctor of Sociology

- (10) Graduate School of Sociology, Course of Social Psychology: Doctor of Social Psychology
- (11) Graduate School of Law, Course of Private Law: Doctor of Law
- (12) Graduate School of Law, Course of Public Law: Doctor of Law
- (13) Graduate School of Business Administration and Marketing, Course of Business Administration: Doctor of Business Administration or Doctor of Marketing
- (14) Graduate School of Business Administration, Course of Business Accounting and Finance: Doctor of Business Administration or Doctor of Accounting / Finance
- (15) Graduate School of Science and Engineering, Course of Biomedical Engineering: Doctor of Science and Engineering
- (16) Graduate School of Science and Engineering, Course of Applied Chemistry: Doctor of Science and Engineering
- (17) Graduate School of Science and Engineering, Course of Advanced Mechatronics Systems: Doctor of Science and Engineering
- (18) Graduate School of Science and Engineering, Course of Electricity, Electronics and Communications: Doctor of Science and Engineering
- (19) Graduate School of Science and Engineering, Course of Architecture, Civil and Environmental System Design: Doctor of Engineering
- (20) Graduate School of Economics, Course of Economics: Doctor of Economics
- (21) Graduate School of Global and Regional Studies, Course of Regional Development Studies: Ph.D. in Regional Development Studies
- (22) Graduate School of International Tourism Management, Course of International Tourism Management: Ph.D. in International Tourism Management
- (23) Graduate School of Life Sciences, Course of Life Sciences: Doctor of Life Sciences
- (24) Graduate School of Social Welfare, Course of Social Welfare: Doctor of Social Welfare or a Doctor of Social Work
- (25) Graduate School of Human Life Design, Course of Human Life Studies: Doctor of Social Welfare or Doctor of Health Care and Sports
- (26) Graduate School of Human Life Design, Course of Human Environment Design: Doctor of Human Environment Design
- (27) Graduate School of Interdisciplinary New Science, Course of Bio-Nano Science Fusion: Doctor of Bio-Nano Science Fusion
- (28) Graduate School of Information Sciences and Arts, Course of Information Sciences and Arts: Doctor of Information Sciences and Arts
- (29) Graduate School of Food and Nutritional Sciences, Course of Food and Nutritional Sciences: Doctor of Food and Nutritional Sciences
- (30) Graduate School of Information Networking for Innovation and Design, Course of Information

Networking for Innovation and Design: Doctor of Information Networking for Innovation and Design

(Conferral of Doctoral Degrees on Persons Not Enrolled in the Doctoral Program)

Article 17 Notwithstanding the provisions of the preceding Article, a doctoral degree may be conferred on a person who has submitted a doctoral thesis, has passed the examination of the doctoral thesis and the final examination, and is deemed to have scholastic ability equivalent or superior to those who have completed the Doctoral Program.

(Regulations on Degree Conferral)

Article 18 Necessary matters concerning the conferral of degrees shall be specified in the Toyo University Degree Regulations.

Chapter 5 Teaching Certificates

(Required Qualifications for Teaching Certificates and the Courses to Be Taken)

Article 19 The categories of teaching certificates for which the required qualifications can be acquired in Courses shall be specified in the Graduate School Regulations of each graduate school.

2. Required qualifications for teaching certificates, such as the courses to be taken and the number of credits to be earned, shall be specified in the Graduate School of Regulations of each graduate school.

Chapter 6 Faculty

(Faculty Members)

Article 20 The Graduate School of the University shall have faculty members necessary for achieving educational and research purposes, depending on the size of the graduate school/course and the type of degree.

2. The Graduate School of the University shall make special consideration so that systematic education can be provided by securing an organized coordination system under the appropriate division of roles among faculty members.
3. Faculty members who teach classes and conduct research advising at the Graduate School of the University must be full-time instructors of the University who are qualified as the University's faculty member as specified separately, or visiting professors with qualifications equivalent to those of full-time instructors of the University. When there are special circumstances, however, adjunct instructors may teach classes.

Chapter 7 Administrative Organization

Article 21 Deleted

(Organization of Graduate School Committee)

Article 22 Each of the graduate schools shall have a graduate school committee to deliberate on

matters for which opinions and views are presented to the President in making decisions, and matters regarding the operation of the graduate school.

2. Graduate School Committee Regulations shall be provided for separately.

(Dean)

Article 23 Each graduate school shall have a Dean.

2. The Dean shall deal with school affairs of the relevant graduate school.

Article 24 Deleted

(Course Chair)

Article 25 The respective courses of each graduate school shall have a Course Chair.

2. The Course Chair shall deal with school affairs of the relevant graduate school.

(Deans' Council)

Article 26 A Deans' Council shall be established to promote the operation of the Graduate School of the University.

2. Regulations on the Deans' Council shall be provided for separately.

Article 27 Deleted

Article 28 Deleted

Chapter 8 Admission, Study Abroad, Leave of Absence, Withdrawal and Dismissal

(Time of Admission)

Article 29 Students shall be enrolled within 30 days from the start date of each semester.

(Eligibility for Admission)

Article 30 Persons eligible to enroll in the Master's Program must fall under any of the following items and pass the prescribed examination.

- (1) An individual who has graduated from a university, as stipulated in Article 83 of the School Education Act of Japan;
- (2) An individual who possesses a bachelor's degree, as stipulated in Paragraph 4, Article 104 of the School Education Act of Japan;
- (3) An individual who has completed 16 years of education in a foreign country;
- (4) An individual who has completed 16 years of education in Japan through correspondence courses offered by a college or university outside Japan;
- (5) An individual who has completed the curriculum of a foreign university in Japan that is established as an educational institution under the educational system of a foreign country and separately designated by the Minister of Education, Culture, Sports, Science and Technology (limited to the case where the person who has completed the curriculum is deemed as having completed 16 years of education in the foreign country);
- (6) An individual who has completed a course whose duration of study is at least three years at a

- foreign university or school (restricted to institutions whose overall educational and research activities have been accredited by a foreign government and other relevant organizations or who have been designated separately by the Minister of Education, Culture, Sports, Science and Technology as equivalent to those) (including completing an education program by taking classes in Japan through correspondence courses offered by a college or university outside Japan, and completing an education program offered by a foreign educational institution positioned as an institution that has curricula of a university under said foreign country's school education system and designated as in the preceding paragraph) and has been awarded a degree equivalent to a bachelor's degree;
- (7) An individual who has completed the curriculum of a specialized training college (restricted to institutions meeting criteria designated by the Minister of Education, Culture, Sports, Science and Technology, including a minimum duration of study of four years) separately designated by the Minister of Education, Culture, Sports, Science and Technology after the date designated by the Minister;
 - (8) An individual who has been designated as acceptable by the Minister of Education, Culture, Sports, Science and Technology;
 - (9) An individual who has been enrolled in a university for more than three years and who has demonstrated excellent academic performance and obtained credits in subjects required by the Graduate School of the University;
 - (10) An individual who has completed 15 years of education in a foreign country, or who has completed 15 years of education in Japan through correspondence courses offered by a college or university outside Japan, and who has demonstrated excellent academic performance and obtained credits in subjects required by the Graduate School of the University;
 - (11) An individual who has completed an education program by a foreign educational institution positioned as an institution that has curricula of a university under said foreign country's school education system and designated separately by the Minister of Education, Culture, Sports, Science and Technology (restricted to those students who have completed the equivalent of 15 years of school education in the relevant country), and who has demonstrated excellent academic performance and obtained credits in subjects required by the Graduate School of the University;
 - (12) An individual who has entered a graduate school other than the Graduate School of the University under the provision of Article 102-2 of the School Education Act of Japan, and who has been recognized by the Graduate School of the University to possess academic ability sufficient to receive a graduate school education; or
 - (13) An individual over 22 years of age who has been recognized through an independent admission screening process by the Graduate School of the University as having academic ability equivalent to or higher than that of a university graduate.

2. Persons eligible to enroll in the Doctoral Program must fall under any of the following items and pass the prescribed examination.

- (1) An individual who holds a Master's degree;
- (2) An individual who holds a professional degree;
- (3) An individual who holds a degree equivalent to a Master's or professional degree;
- (4) An individual who has completed a correspondence course offered by a college or university outside Japan and who holds a degree equivalent to a Master's or professional degree;
- (5) An individual who has completed the curriculum of a foreign university in Japan that is established as an educational institution under the educational system of a foreign country and separately designated by the Minister of Education, Culture, Sports, Science and Technology, and who holds a degree equivalent to a Master's or professional degree;
- (6) An individual who has completed formal education at the United Nations University and holds a degree equivalent to a Master's or professional degree, as stipulated in Article 156-4 of the Ordinance for Enforcement of the School Education Act;
- (7) An individual who has passed an examination or a screening as defined in Article 16-2 of the Standards for the Establishment of Graduate Schools at a foreign educational institution, as stipulated in Article 156-5 of the Ordinance for Enforcement of the School Education Act, and who is recognized by the Graduate School of the University to have equivalent academic competence to those with a Master's degree;
- (8) An individual designated as acceptable by the Minister of Education, Culture, Sports, Science and Technology; or
- (9) An individual over 24 years old who is recognized by the Graduate School of the University to have equivalent academic competence to those with a Master's or professional degree.

(Screening for Admission)

Article 31 Applicants shall be evaluated in terms of academic ability, qualities and health.

2. Applicants for the Master's Program must have a high level of linguistic ability at least in a single foreign language, and applicants for the Doctoral Program in two or more foreign languages.

(Screening for Admission of Foreign Students)

Article 32 Notwithstanding the provisions of Article 30 and Article 31 hereof, a person who has completed 16 years of formal education in a foreign country or a person equivalent thereto may be admitted to the Graduate School of the University through a special screening process.

(Application for Admission)

Article 33 Applicants for admission must submit the designated application form and other required documents, together with the application fee, by the due date.

2. The application fee is shown in Appendix (2).

(Procedure for Enrollment)

Article 34 Persons who have been admitted to the Graduate School of the University must complete the designated admission procedure by the due date.

(Study Abroad)

Article 34-2 The President may permit study abroad of students enrolled in the Graduate School of the University who wish to study at a foreign university, upon consulting the relevant Graduate School Committee.

2. The period of study abroad permitted under the preceding paragraph shall be included in the calculation of the number of years of enrollment.
3. Matters concerning the study abroad program of the Graduate School of the University shall be specified separately.

(Prohibition of Dual Enrollment)

Article 34-3 Students of the Graduate School of the University shall not be enrolled in multiple graduate schools/courses or other universities/other universities' graduate schools; provided, however, that this shall not apply to those who participate in the Double Degree program offered between the University and its partner universities.

(Leave of Absence)

Article 35 A student who will be absent from class for three consecutive months or more due to illness or other compelling reason can apply for a leave of absence. On the request form for a leave of absence, a clear reason for the leave must be included. In the event that permission is granted, the applicant shall be allowed to take a leave of absence.

2. The period of leave of absence shall be as follows:
 - (1) A period of leave of absence shall be, in principle, allowed only for the semester for which the request for leave of absence has been submitted, and may be extended up to one semester. However, an extension of up to two semesters may be granted to a student who encounters special circumstances, after deliberations by the relevant Graduate School Committee.
 - (2) The total duration of leaves of absence must not exceed four semesters for students enrolled in the Master's Program, and six semesters for students enrolled in the Doctoral Program.
3. The period of a leave of absence shall not be counted in the period of enrollment.
4. Students whose leave of absence has expired or whose grounds for a leave of absence cease to exist during the period of the leave of absence must apply for return to study.
5. Students who are permitted to take a leave of absence must pay the designated enrollment fee.

(Withdrawal)

Article 36 A student wishing to withdraw from the graduate school due to illness or other reason must submit the designated request for withdrawal form.

(Dismissal)

Article 37 Persons who fall under any of the items below shall be dismissed in accordance with

specified procedures.

- (1) Students who fail to pay tuition or other fees by the designated deadline;
- (2) Students whose duration of enrollment has exceeded the maximum years of enrollment;
- (3) New students who have not completed course registration by the designated deadline or who are considered to have no intention to study at the Graduate School of the University; or
- (4) International students for whom the issuance of a visa with "College Student" status as specified in the Immigration Control and Refugee Recognition Act has been refused.

(Re-admission)

Article 38 When a student who has withdrawn or has been dismissed from the Graduate School of the University under the provisions of Article 37 (excluding Paragraph 2) applies for admission, his/her re-admission may be admitted after deliberations. In such a case, the students may be required to take all or part of the courses he/she has already taken.

2. A special exception for re-admission of a thesis-seeking person who has withdrawn after three or more years of enrollment in the Doctoral Program, during which designated research advising was conducted, shall be specified in the Toyo University Degree Regulations.

Article 39 Permission for admission, leaves of absence, re-enrollment, withdrawal and re-admission shall be determined by the President upon consulting the relevant Graduate School Committee.

Chapter 9 Tuition and Other Fees

(Tuition and Other Fees)

Article 40 The amount of tuition and other fees shall be specified in Appendix (2). However, tuition and other fees for students in the Long-term Study System, as stipulated in Paragraph 1, Article 14-2, shall be determined separately based on those in Appendix (2).

(Refund of Tuition and Other Fees)

Article 41 Tuition and other fees once paid shall not be refunded.

(Thesis Review Fee)

Article 42 The fees for thesis review shall be specified in Appendix (3).

Chapter 10 Sponsored Students, Non-Matriculated Students, Research Students, Special Non-Matriculated Students, Special Research Students, Special Students, International Trainees and Exchange Students

(Sponsored Students)

Article 43 The Graduate School of the University, after prior consultation with other universities and research institutes, may permit their graduate school students and researchers to take courses or receive research advising offered by the Graduate School of the University.

2. Necessary matters concerning the preceding paragraph shall be provided for separately.

Article 43-2 When commissioned by public institutions, organizations or foreign governments to provide courses or research advising on specific subjects, the Graduate School of the University may permit such sponsored students to study after screening as long as education for full-time students is not obstructed, notwithstanding the provisions of Article 29 to Article 32.

2. Sponsored students may sit exams in the courses they take.
3. A certificate shall be issued for sponsored students who take exams in the preceding paragraph.
4. Screening fees and tuition and other fees for sponsored students shall be as shown in Appendix (2).
5. The regulations designed for full-time students shall apply mutatis mutandis to sponsored students.

(Non-Matriculated Students)

Article 44 If persons who are not students of the Graduate School of the University desire to take courses, the Graduate School of the University may admit them to study after screening as long as education for full-time students is not obstructed.

2. Regulations concerning non-matriculated students shall be provided for separately.

(Research Students)

Article 45 If persons who are not students of the Graduate School of the University desire to conduct research in a specific area of specialization, the Graduate School of the University may admit them to study after screening as long as education for full-time students is not obstructed.

2. Regulations concerning research students shall be provided for separately.

(Special Non-Matriculated Students)

Article 46 If persons who are not students of the Graduate School of the University desire to take courses prescribed in Article 8 hereof, the Graduate School of the University may accept them as special non-matriculated students.

2. Regulations concerning special non-matriculated students shall be provided for separately.

(Special Research Students)

Article 47 If persons who are not students of the Graduate School of the University desire to receive research advising prescribed in Article 9 hereof, the Graduate School of the University may accept them as special research students.

2. Regulations concerning special research students shall be provided for separately.

(Special Students)

Article 48 If international students who are not students of the Graduate School of the University, foreign researchers, and graduate students enrolled in foreign universities desire to receive research advising on a specific subject, the Graduate School of the University may accept them as special students after screening, notwithstanding the provisions of Articles 29 to 32 hereof.

(International Trainees)

Article 49 If persons with a foreign citizenship desire to receive research advising with the aim of admission to the Graduate School of the University, they may be accepted as international trainees

after screening.

2. Regulations concerning international trainees shall be provided for separately.

(Exchange Students)

Article 49-2 The Graduate School of the University may accept exchange students under regulations on the acceptance of exchange students stipulated separately.

Chapter 11 Academic Year, Semesters and Student-free Days

(Academic Year and Semesters)

Article 50 An academic year starts on April 1 and ends on March 31 of the following year. However, an academic year starts on October 1 and ends on September 30 of the following year for the Course of System for Welfare Society of the Graduate School of Sociology, the Graduate School of Business Administration, the Graduate School of Science and Engineering, the Course of Public-Private Partnership of the Graduate School of Economics, the Graduate School of Global and Regional Studies, the Graduate School of International Tourism Management, the Graduate School of Life Sciences, the Graduate School of Interdisciplinary New Science, the Graduate School of Information Sciences and Arts, the Graduate School of Food and Nutritional Sciences, and the Graduate School of Information Networking for Innovation and Design.

2. An academic year is divided into the following two semesters:

Spring semester: from April 1 to September 30

Fall semester: from October 1 to March 31 of the following year

3. Notwithstanding the provisions of the preceding Paragraph, the President may change the date of the end of the Spring semester and the date of the beginning of the Fall semester upon consulting respective Graduate School Committees.

(Student-free Days)

Article 51 The days on which no classes are offered at the University (hereinafter referred to as “student-free days”) are set as follows; provided, however, that the President may change the student-free days or temporarily set student-free days upon consulting respective Graduate School Committees.

(1) Sundays

(2) Holidays stipulated in the Act of National Holidays

(3) Foundation Day (September 16) and the Founder’s Day Festival (June 6)

(4) Summer break: from early August to September 30

(5) Winter break: from late December to early January of the following year

(6) Spring break: from early February to March 31

Article 51-2 Deleted

Chapter 12 Scholarship System

(Scholarships)

Article 52 The Graduate School of the University shall establish a scholarship system.

2. Regulations concerning scholarships in the preceding paragraph shall be provided for separately.

Chapter 13 Rewards and Disciplinary Punishments

(Rewards)

Article 53 Students with excellent personality or academic performance may be awarded as follows:

(1) Scholarships: Exemption from or reduction of tuition for a specific period

(2) Honors: An honorary certificate and prize

(3) Other awards

(Disciplinary Punishments)

Article 54 Disciplinary measures shall be taken against students who have violated the Academic Rules and Regulations or other regulations of the University, or students who have taken any action contrary to the role of a student.

2. Disciplinary measures shall include reprimand, suspension and dismissal.

3. Students who fall under any of the following items shall be dismissed:

(1) Those who behave badly with no prospect for improvement;

(2) Those who fail to engage in academic work with no prospect for achievement;

(3) Those who do not regularly attend classes without due reason; or

(4) Those who disrupt the order of the University or take any other action contrary to the role of a student

Chapter 14 Facilities and Equipment

(Lecture Rooms)

Article 55 Lecture rooms, seminar rooms, labs, practical rooms, and offices necessary for education and research shall be established at the Graduate School of the University.

2. When necessary, facilities belonging to undergraduate faculties and affiliated research institutions may be used for graduate students, to such an extent as not to interfere with originally intended research and education activities.

3. The Toyo University Library shall have books and academic journals necessary for education and research at the Graduate School of the University.

Chapter 15 Clerical Work Office

(Clerical Work Office)

Article 56 A clerical work office shall be established to carry out the clerical work of the Graduate School of the University.

(Revision)

Article 57 Any revision to these Academic Rules and Regulations shall be proposed to the Board of Trustees by the President upon consulting the Graduate School Committee of each graduate school and after deliberations by the Deans' Council, and finalized by the Chairman after discussions with the Board of Trustees.

Supplementary Provisions

(Date of Enforcement and Application)

1. These Academic Rules and Regulations shall take effect on April 1, 1983, and be applied to students admitted in 1983 and subsequent years.
2. The former Academic Rules and Regulations shall apply to students admitted in 1977 or before; provided, however that these Academic Rules and Regulations may be applied if the Graduate School of the University deems it necessary in terms of research advising.

< Omission >

Supplementary Provisions

1. These Academic Rules and Regulations shall be implemented from April 1, 2005.
2. In implementing these Academic Rules and Regulations, the provisions before revision shall apply to students currently enrolled in the Graduate School of Engineering, notwithstanding the provisions of Article 7 Appendix (2).

Supplementary Provisions

1. These Academic Rules and Regulations shall be implemented from April 1, 2005.
2. The provisions of Article 7 Appendix (2) of the revised Academic Rules and Regulations shall apply to students admitted in AY 2005 and before. For the following course, however, the provisions shall apply to entrants in AY 2005 and subsequent years:

○ Master's Program

The Course of History of the Graduate School of Letters

Archives Science

Supplementary Provisions

1. These Academic Rules and Regulations shall be implemented from April 1, 2006.
2. Notwithstanding the provisions of the preceding paragraph, Article 4, Article 5 Appendix (1), Article 7 Appendix (2) and Article 19 Appendix (3) shall apply to entrants in AY 2006 and subsequent years, and the provisions before revision shall apply to those admitted in AY 2005 and before.

Supplementary Provisions

These Academic Rules and Regulations shall be implemented from April 1, 2006.

Supplementary Provisions

1. These Academic Rules and Regulations shall be implemented from April 1, 2006.
2. In implementing these Academic Rules and Regulations, the provisions before revision shall apply to students currently enrolled in the Graduate School of Business Administration or the Graduate School of Economics, notwithstanding the provisions of Article 7 Appendix (2).

< Omission >

Supplementary Provisions

1. These Academic Rules and Regulations shall be implemented from April 1, 2009.
2. In implementing these Academic Rules and Regulations, the provisions before revision shall apply to students currently enrolled in the Course of Business Administration of the Graduate School of Business Administration, notwithstanding the provisions of Article 7 Appendix (2), Article 29 and Paragraphs 1 and 3 of Article 50.
3. In implementing these Academic Rules and Regulations, the provisions before revision shall apply to students currently enrolled in the Course of Economics of the Graduate School of Economics, notwithstanding the provisions of Article 7 Appendix (2).
4. In implementing these Academic Rules and Regulations, the provisions before revision shall apply to students currently enrolled in the Course of Human Centered Life Design of the Graduate School of Welfare Society Design, notwithstanding the provisions of Article 7 Appendix (2), Article 15 and Article 16.

Supplementary Provisions

These Academic Rules and Regulations shall be implemented from April 1, 2009.

Supplementary Provisions

These Academic Rules and Regulations shall be implemented from April 1, 2010.

Supplementary Provisions

1. These Academic Rules and Regulations shall be implemented from April 1, 2010.
2. Article 40 Appendix (4) of the revised Academic Rules and Regulations shall apply to entrants in AY 2009 or earlier.

Supplementary Provisions

These Academic Rules and Regulations shall be implemented from April 1, 2010.

Supplementary Provisions

These Academic Rules and Regulations shall be implemented from April 1, 2011.

Supplementary Provisions

1. These Academic Rules and Regulations shall be implemented from April 1, 2011.
2. In implementing these Academic Rules and Regulations, the provisions before revision shall apply to students currently enrolled in the Course of Indian Philosophy and Buddhist Studies of the Graduate School of Letters, notwithstanding the provisions of Article 7 Appendix (2).

< Omission >

Supplementary Provisions

1. These Academic Rules and Regulations shall be implemented from April 1, 2014.
2. In implementing these Academic Rules and Regulations, the provisions before revision shall apply to students currently enrolled in the Graduate School of Engineering, notwithstanding the provisions of Article 7 Appendix (2).
3. In implementing these Academic Rules and Regulations, the provisions before revision shall apply to students currently enrolled in the Course of Japanese Literature and Culture of the Graduate School of Letters, notwithstanding the provisions of Article 7 Appendix (2).

Supplementary Provisions

These Academic Rules and Regulations shall be implemented from April 1, 2014.

Supplementary Provisions

These Academic Rules and Regulations shall be implemented from April 1, 2014.

Supplementary Provisions

1. These Academic Rules and Regulations shall be implemented from April 1, 2015.

2. In implementing these Academic Rules and Regulations, the provisions before revision shall apply to students currently enrolled in any Course of the Graduate School of Letters, any Course of the Graduate School of Sociology, or the Course of Economics of the Graduate School of Economics, notwithstanding the provisions of Article 7 Appendix (2) and Paragraph 3 of Article 50. For the following courses, however, these Academic Rules and Regulations/the provisions before revision shall apply to entrants in AY 2014 and before as well:

○ Master's Program

The Course of Indian Philosophy and Buddhist Studies of the Graduate School of Letters

Special Seminar on Indian Philosophy and Buddhology A

Special Seminar on Indian Philosophy and Buddhology B

The Course of Sociology of the Graduate School of Sociology

Foreign language Expression A

Foreign language Expression B

The Course of Social Psychology of the Graduate School of Sociology

Foreign language Expression A

Foreign language Expression B

3. Article 40 Appendix (4) of the revised Academic Rules and Regulations shall apply to entrants in AY 2014 or earlier.

Supplementary Provisions

1. These Academic Rules and Regulations shall be implemented from April 1, 2016.
2. Notwithstanding the provisions of the preceding paragraph, the provisions before revision shall apply to entrants in AY 2015 and before.

Supplementary Provisions

These Academic Rules and Regulations shall be implemented from April 1, 2016.

Supplementary Provisions

These Academic Rules and Regulations shall be implemented from April 1, 2016.

Supplementary Provisions

These Academic Rules and Regulations shall be implemented from April 1, 2017.

Supplementary Provisions

These Academic Rules and Regulations shall be implemented from April 1, 2017.

Supplementary Provisions

1. These Academic Rules and Regulations shall be implemented from April 1, 2018.
2. Notwithstanding the revised provisions of Article 4, the Graduate School of Regional Development Studies, and the Graduate School of Social Welfare shall continue to exist until the students of the Graduate Schools as of March 31, 2018 cease to exist in the schools.
3. The revised Appendix (1), Article 4 and Article 5 shall apply to entrants in AY 2018 and later. The provisions before revision shall apply to entrants in AY 2017 or earlier.

Supplementary Provisions

1. These Academic Rules and Regulations shall be implemented from April 1, 2018.
2. Notwithstanding the provisions of the preceding paragraph, the provisions before revision excluding the provisions of Article 4-3 and Article 51 (3) shall apply to entrants in AY 2017 or earlier.

Supplementary Provisions

1. These Academic Rules and Regulations shall be implemented from April 1, 2019.
2. Notwithstanding the revised provisions of Appendix (1), Paragraph 2, Article 4, the Course of English Communication of the Graduate School of Letters, and the Course of Business Administration and the Course of Marketing of the Graduate School of Business Administration shall continue to exist until the students of the courses as of March 31, 2019 cease to exist in the courses.
3. The revised Appendix (1), Article 5, shall apply to entrants in AY 2019 or later. The provisions before revision shall apply to entrants in AY 2018 or earlier.

Supplementary Provisions

1. These Academic Rules and Regulations shall be implemented from April 1, 2020.
2. In implementing these Academic Rules and Regulations, the provisions before revision shall apply to students currently enrolled in any course of the Graduate School of Law, notwithstanding the provisions of Paragraph 2 of Article 35 and Paragraph 2 of Article 50.

Supplementary Provisions

1. These Academic Rules and Regulations shall be implemented from June 1, 2020.

Appendix (1) (Re: Par.2, Art.4, Art.5)

Graduate School	Course	Doctoral Program				Master's Program	
		Master's Program		Doctoral Program		Admission capacity	Total enrollment capacity
		Admission capacity	Total enrollment capacity	Admission capacity	Total enrollment capacity		
Graduate School of Letters	Course of Philosophy	5	10	3	9		
	Course of Indian Philosophy and Buddhist Studies	4	8	3	9		
	Course of Japanese Literature and Culture	10	20	3	9		
	Course of Chinese Philosophy	4	8	3	9		
	Course of English Language and Literature	5	10	3	9		
	Course of History	6	12	3	9		
	Course of Education	20	40	4	12		
	Course of International Culture and Communication Studies	10	20	3	9		
Graduate School of Sociology	Course of Sociology	10	20	3	9		
	Course of Social Psychology	12	24	5	15		
	Course of System for Welfare Society					20	40
Graduate School of Law	Course of Private Law	10	20	5	15		
	Course of Public Law	10	20	5	15		
Graduate School of Business Administration	Course of Business Administration and Marketing	22	44	4	12		
	Course of Business, Accounting and Finance	28	56	3	9		
Graduate School of Science and Engineering	Course of Biomedical Engineering	18	36	3	9		
	Course of Applied Chemistry	12	24	3	9		
	Course of Advanced Mechatronics Systems	15	30	3	9		
	Course of Electricity, Electronics and Communications	11	22	3	9		
	Course of Civil and Environmental Engineering	8	16				
	Course of Architecture	14	28				
Graduate School of Economics	Course of Economics	10	20	3	9		
	Course of Public-Private Partnership					30	60
Graduate School of Global and Regional Studies	Course of Global Innovation Studies					10	20
	Course of Regional Development Studies	15	30	5	15		
Graduate School of International Tourism Management	Course of International Tourism Management	15	30	3	9		
Graduate School of Life Sciences	Course of Life Sciences	20	40	4	12		
Graduate School of Social Welfare	Course of Social Welfare	20	40	5	15		
Graduate School of Human Life Design	Course of Human Care and Support					10	20
	Course of Health Care and Sports					10	20
	Course of Human Life Studies			5	15		
	Course of Human Environment Design	10	20	4	12		

Graduate School	Course	Doctoral Program				Master's Program	
		Master's Program		Doctoral Program		Admission capacity	Total enrollment capacity
		Admission capacity	Total enrollment capacity	Admission capacity	Total enrollment capacity		
Graduate School of Interdisciplinary New Science	Course of Bio-Nano Science Fusion	12	24	4	12		
Graduate School of Information Sciences and Arts	Course of Information Sciences and Arts	15	30	3	9		
Graduate School of Food and Nutritional Sciences	Course of Food and Nutritional Sciences	10	20	2	6		
Graduate School of Information Networking for Innovation and Design	Course of Information Networking for Innovation and Design	20	40	4	12		
Total		381	762	107	321	80	160

Appendix (2) (Re: Art.40)

1) Master's Program

(Unit: JPY)

		Graduate Schools of: Letters, Sociology, Law, Business Administration(excluding the Small and Medium Enterprise Management Consultant Registration Training Course), Economics (excluding the Course of Public-Private Partnership), Global and Regional Studies, International Tourism Management, Social Welfare, and Human Life Design (excluding the Course of Human Environment Design)	Graduate Schools of: Science and Engineering, Life Sciences, Interdisciplinary New Science, Information Sciences and Arts, and Food and Nutritional Sciences	Graduate School of Information Networking for Innovation and Design
Application fee		35,000	35,000	35,000
Admission fee		270,000	270,000	270,000
Tuition		450,000	550,000	550,000
Facility fee		90,000	130,000	250,000
Lab fee			120,000	
Sponsored students & non-matriculated students	Screening fee	20,000	20,000	20,000
	Registration fee	10,000	10,000	10,000
	Non-matriculated enrollment fee (per semester / course)	21,500	21,500	21,500

(Unit: JPY)

		Small and Medium Enterprise Management Consultant Registration Training Course of the Graduate School of Business Administration	Course of Public-Private Partnership of the Graduate School of Economics	Course of Human Environment Design of the Graduate School of Human Life Design
Application fee		35,000	35,000	35,000
Admission fee		270,000	270,000	270,000
Tuition		900,000	600,000	450,000
Facility fee		90,000	300,000	90,000
Lab fee		160,000		70,000
Sponsored students & non-matriculated students	Screening fee		20,000	20,000
	Registration fee		10,000	10,000
	Non-matriculated enrollment fee (per semester / course)		21,500	21,500

2) Doctoral Program

(Unit: JPY)

		Graduate Schools of Letters, Sociology, Law, Business Administration, Economics, Global and Regional Studies, International Tourism Management, Social Welfare, and Human Life Design (excluding the Course of Human Environment Design)	Graduate Schools of Science and Engineering, Life Sciences, and Interdisciplinary New Science, Information Sciences and Arts, and Food and Nutritional Sciences	Course of Human Environment Design of the Graduate School of Human Life Design
	Application fee	35,000	35,000	35,000
	Admission fee	270,000	270,000	270,000
	Tuition	450,000	550,000	450,000
	Facility fee	70,000	80,000	70,000
	Lab fee		120,000	70,000
Sponsored students & non-matriculated students	Screening fee	20,000	20,000	20,000
	Registration fee	10,000	10,000	10,000
	Non-matriculated enrollment fee (per semester / course)	21,500	21,500	21,500

(Unit: JPY)

		Graduate Schools of Information Networking for Innovation and Design
	Application fee	35,000
	Admission fee	270,000
	Tuition	550,000
	Facility fee	200,000
	Lab fee	
Sponsored students & non-matriculated students	Screening fee	20,000
	Registration fee	10,000
	Non-matriculated enrollment fee (per semester / course)	21,500

Appendix (3) (Re: Art.42)

(Unit: JPY)

	Thesis review fee
Master's Thesis	5,000
Doctoral Thesis (KOU)	20,000
Doctoral Thesis (OTSU)	(1) 20,000
	(2) 200,000

(Note: Fee (1) is for persons who have completed the doctoral program without a doctoral degree of a doctoral program; fee (2) is for persons outside the University.)