Ruling on the University of Aizu

April 1, 2006, Regulation No. 3
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CHAPTER ONE
GENERAL PROVISIONS
Article One
(Objectives)
1.1 The objectives of the University of Aizu (for the purpose of this ruling, hereinafter referred to as the "UNIVERSITY") shall be: 1) education and research in specialized fields, 2) development of world-class talent rich in creativity, and 3) contribution to scientific and cultural advancement and industrial development.
Article Two
(Internal Evaluations)
2.1 For the purpose of improving educational/research standards and achieving the objectives in Paragraph 1.1 above and its social missions, the UNIVERSITY shall conduct internal investigations and assessments regarding the status of education, research, and other activities at the UNIVERSITY.

CHAPTER TWO
ORGANIZATION
Article Three
(School, Department, Capacity and Objectives)
3.1 The Undergraduate School of Computer Science and Engineering shall be established within the UNIVERSITY.
3.2 The Department of the School of Computer Science and Engineering and its capacity shall be as specified below.
   Department of Computer Science and Engineering
   Admission capacity: 240
   Capacity of the department: 960
3.3 The objectives of the Department of Computer Science and Engineering of the Undergraduate School of Computer Science and Engineering shall be education and research in knowledge and skills in computer science and engineering, and the nurturing of researchers, technical experts and talent with an entrepreneurial spirit, who are rich in creativity and high ethical standards and will contribute to cultural and industrial development in local communities and international society.

Article Three-Two
(Graduate School)
3.2.1 The Graduate School shall be established within the UNIVERSITY.
3.2.2 The provisions of Chapter 5 to Chapter 13 shall not apply to the Graduate School. The necessary ruling concerning the Graduate School shall be specified separately.

Articles Four, Five, and Six
(Affiliated Facilities and Other Organizations)
4.1 The Research Center for Advanced Information Science and Technology, the Information Systems and Technology Center, the University-Business Innovation Center, the University of Aizu Revitalization Center and the Aizu Research Center for Space Informatics shall be established within the UNIVERSITY.

5.1 The Administrative Office and the Department for Student Affairs shall be established
within the UNIVERSITY.

6.1 Except for those provided for in Paragraphs 4.1 and 5.1 above, affiliated facilities and internal organizations of the UNIVERSITY shall be determined separately.

CHAPTER THREE
PERSONNEL
Article Seven
7.1 Positions of the University President, professor, associate professor, lecturer, assistant professor and research associate, and administrative personnel and technical personnel shall be established in the UNIVERSITY.
7.2 In addition to the personnel provided for in Paragraph 7.1 above, the positions of University Vice President and other personnel shall be established as necessary in the UNIVERSITY.

CHAPTER FOUR
FACULTY ASSEMBLY
Article Eight
8.1 The Faculty Assembly shall be established within the UNIVERSITY for the purpose of deliberating on important matters.
8.2 The Faculty Assembly shall consist of the University President and professors. However, associate professors and other personnel may be included in the Faculty Assembly organization when doing so is recognized as necessary by the University President.

CHAPTER FIVE
ACADEMIC YEAR, ACADEMIC TERMS, AND UNIVERSITY HOLIDAYS
Article Nine
(Academic year)
9.1 The academic year shall begin on April 1 and finish on March 31 of the following year.

Article Ten
(Academic Terms)
10.1 The academic year shall be divided into the following academic terms:
First Semester: April 1 to September 30
Second Semester: October 1 to March 31 of the following year

10.2 Each of the academic terms set forth in the preceding paragraph shall be dividable into the first and second half. The first half of the first semester shall be the first quarter, and the second half of the first semester shall be the second quarter. The first half of the second semester shall be the third quarter, and the second half of the second semester shall be the fourth quarter.

Article Eleven
(Holidays)

11.1 Days and periods during which classes shall not be conducted (for the purpose of this ruling, hereinafter referred to as "HOLIDAYS") shall be as follows:
(1) Saturdays and Sundays;
(2) Holidays provided for in the Act on National Holidays (Law No.178, 1948);
(3) Spring Holidays: four weeks in the period from early March to early April
(4) Summer Holidays: eight weeks in the period from early August to late September
(5) Winter Holidays: three weeks in the period from late December to mid-January of the following year.

11.2 Notwithstanding the provisions of Paragraph 11.1 above, the University President may set HOLIDAYS or allow to conduct classes even during HOLIDAYS as needed, should he/she recognize doing so as specially necessary.

CHAPTER SIX
ACADEMIC RESIDENCY REQUIREMENT AND ENROLLMENT PERIOD LIMIT

Article Twelve
(Academic Residency Requirement)

12.1 The period of academic residency required for graduation from the UNIVERSITY shall be four years.

Article Thirteen
(Enrollment Period Limit)

13.1 Students shall not be enrolled at the UNIVERSITY for a period exceeding eight years. However, students admitted to the UNIVERSITY under the provisions of Article 19 or 20 herein shall not be enrolled for a period exceeding twice the enrollment period respectively required of such students based on the provisions of Paragraph 21.1 herein.
CHAPTER SEVEN
ADMISSIONS

Article Fourteen
(Admissions Period)

14.1 Students shall be admitted to the UNIVERSITY at the beginning of the academic year. However, as for transfer admissions and readmissions, students may be admitted at the beginning of an academic term.

Article Fifteen
(Admissions Qualifications)

15.1 Individuals to be admitted to the UNIVERSITY must meet either one of the following qualifications:

(1) Individuals having graduated from high school or secondary school in Japan

(2) Individuals having completed 12 years of school education in Japan with regular curriculum (including those having completed school education equivalent to the school education mentioned above with curriculum other than regular curriculum)

(3) Individuals having completed 12 years of school education abroad or those having conformed to this standard, and been designated by the Minister of Education, Culture, Sports, Science and Technology

(4) Individuals having completed curriculum at an academic institution abroad which has been certified by the Minister of Education, Culture, Sports, Science and Technology as having curriculum equivalent to high school curriculum in Japan

(5) Individuals who completed an advanced program of a vocational school in Japan at the date designated by the Minister of Education, Culture, Sports, Science and Technology or later. The program must be one of those which require academic residency of three years or longer, satisfy the other standards established by the Minister of Education, Culture, Sports, Science and Technology, and have been separately designated by the Minister of Education, Culture, Sports, Science and Technology.

(6) Individuals designated by the Minister of Education, Culture, Sports, Science and Technology

(7) Individuals who have passed the Upper Secondary Equivalency Examination implemented in accordance with the Ruling on The Implementation of The Upper Secondary Equivalency Examination (Ministry of Education, Culture, Sports, Science and Technology Ordinance No. 1, 2005). Individuals who have passed the pre-revision University Entrance Qualification Test are also included. (This test shall be hereinafter
referred to as “FORMER TEST” implemented in accordance with the provisions provided for in Article 2 of the additional provisions of the Ruling on The Implementation on The University Entrance Qualification Test (Ministry of Education Ordinance No.13, 1951, hereinafter referred to as “FORMER REGULATION.)

(8) Individuals who have been admitted to a university based on Article 90, Paragraph 2 of the School Education Law, and whose academic ability has been recognized by the University President as appropriate for education at the UNIVERSITY

(9) Other than those individuals provided for in either of the preceding items, individuals who have reached eighteen years of age and are recognized by the University President as having academic ability equivalent or superior to that of those having graduated from high school through the examination of applicants’ qualifications

Article Fifteen-Second

(Early Admission)

15-2.1 Notwithstanding the provisions provided for in Article 15 above, the University President may admit individuals who are recognized as having outstanding abilities in computer science and engineering and meet either one of the following requirements to the UNIVERSITY.

(1) Individuals who have been enrolled in a high school for two years or longer

(2) Individuals who have been enrolled in any of the following schools for two years or longer: an advanced program of a secondary school, a technical college, a high school for hearing/visually impaired students, or a high school for physically and/or mentally challenged students

(3) Individuals who have been enrolled in an advanced school education program abroad for two years or longer following completion of nine years of school education

(4) Individuals who have been enrolled in an education program of an educational institute abroad for at least two years. This education program must be equivalent to that of high schools in Japan and this education institute must be one of those recognized as having such an education program by the Minister of Education, Culture, Sports, Science and Technology. Individuals in this category also include those who have been enrolled in one of the educational institutes in Japan for at least two years, which are designated as having the education program equivalent to that of high schools in Japan by the Minister of Education, Culture, Sports, Science and Technology.

(5) Individuals who have been enrolled in advanced programs of technical colleges for at least two years as of the date designated by the Minister of Education, Culture, Sports, Science and Technology provided for in Article 150, Item 3 of the Ruling on The
Implementation of The School Education Law or later. The technical colleges must be those separately designated by the Minister of Education, Culture, Sports, Science and Technology under Article 150, Item 3 of the said ruling.

(6) Individuals designated by the Minister of Education, Culture, Sports, Science and Technology

(7) Individuals who have obtained passing scores in all of the examination subjects provided for in Article 4 of the Ruling on The Upper Secondary Equivalency Examination (excluding the subjects that the individuals have been exempted from taking) (including those individuals who obtained passing scores in all of the subjects provided for in Article 4 of the FORMER REGULATION ([with regard to individuals who have been exempted from taking subjects in this qualification test, this provision shall not apply to the subjects they have been exempted from taking.]) and who have reached the age of seventeen.

Article Sixteen
(Admissions Application Procedure)

16.1 Individuals applying for admission to the UNIVERSITY must submit the application form along with the documents separately specified by the University President and pay the application fee to the University President by the date prescribed by the University President. However, payment of the application fees is not required for individuals who are to submit the Application Fees, Etc. Exemption (Postponement of Payment) Application Form based upon the provisions of Article 7, Paragraph 1 of the Regulation Concerning the University of Aizu Exemption, Etc. of Tuition.

Article Seventeen
(Selection of Successful Applicants)

17.1 The University President shall decide, through selection, the successful applicants from among those who applied for admission.

Article Eighteen
(Admissions Procedure and Granting Admissions)

18.1 The successful applicants for admission referred to in Paragraph 17.1 above must submit the documents separately specified by the University President to the University President and pay the admission fee by the date prescribed by the University President. However, payment of the admission fees is not required for individuals who are to submit the Application Fees, Etc. Exemption (Postponement of Payment) Application Form based upon the provisions of Article 7, Paragraph 1 of the Regulation Concerning the University
of Aizu Exemption, Etc. of Tuition until a decision is made regarding the application for the exemption of admission fees or postponement of the payment.

18.2 The University President shall permit admissions of individuals having completed the admissions procedures provided for in Paragraph 18.1 above.

Article Nineteen
(Advanced Standing Admissions and Transfer Admissions)

19.1 The University President may permit the admissions to the appropriate UNIVERSITY class level of selected individuals falling within either category below and applying for the UNIVERSITY admission. The admissions of individuals from the first to fifth categories shall be advanced standing admissions, and the admissions of those from the sixth category shall be transfer admissions.

(1) Individuals who have graduated from a university other than the University of Aizu, or those who were enrolled in a university other than the University of Aizu for at least two years and withdrew from the university after they had earned the predetermined number of academic credits.

(2) Individuals who have graduated from a junior college

(3) Individuals who have graduated from a technical college

(4) Individuals who completed an advanced program of a vocational school (limited to those programs for which academic residency requirement must be two years or longer and which satisfy the standards established by the Ministry of Education, Culture, Sports, Science and Technology)

(5) Individuals who have completed school education abroad of 14 years or longer.

(6) Individuals who are currently enrolled in a university other than the University of Aizu

Article Twenty
(Readmissions)

20.1 The University President − when there are individuals applying for readmission to the UNIVERSITY, limited to situations in which there is a seat available, and through selection − can grant readmission to the appropriate year.

Article Twenty-One
(Handling of Matters Regarding Advanced Standing Admissions, Transfer Admissions and Readmissions)

21.1 The University President shall make decisions with respect to the handling of previously completed courses, the number of academic credits earned and the period of
enrollment required of the individuals admitted under the provisions of Articles 19 and 20 above.

CHAPTER EIGHT
CURRICULA AND MANNER OF COMPLETING STUDIES

Article Twenty-Two
(Categories of Courses)
22.1 Courses offered at the UNIVERSITY shall be categorized into groups of General Education Courses, English Language Courses, Specialized Courses and Graduation Theses.

Article Twenty-Three
(Organization of Curriculum)
23.1 In the framework of the curriculum, courses shall be classified into required courses, elective courses and optional courses. These courses shall be offered based upon the standard academic years for students’ course registration.

Article Twenty-Four
(Criteria for Allotment of Academic Credits to Courses)
24.1 The academic credits shall be allotted to each course in accordance with the criteria listed below, on the basis that 45-hour coursework both inside and outside the classroom is worth one academic credit.

(1) One credit for every 15 hours of lecture style and exercise style classes.
(2) One credit for every 30 hours of classes for experiments, practical training, and skills practice.

24.2 Notwithstanding the provisions of the Paragraph 24.1 above, eight academic credits shall be allocated to the course, Graduation Theses.

Article Twenty-Five
(Assessment of Academic Performance and Awarding of Credits)
25.1 Academic performance regarding each course shall be assessed by the grade of "A," "B," "C," "D," or "F." Grades of "A," "B," and "C" shall be regarded as passing grades resulting in the award of the prescribed number of academic credits.

Article Twenty-Six
(Academic Credits Required For Graduation)
26.1 The number of academic credits required for graduation shall be at least 128, consisting of the following:

(1) At least 25 credits from the General Education Courses and the English Language Courses

(2) At least 103 credits from the Specialized Courses and the Gradation Theses

26.2 Other than those provided for in the preceding paragraph, matters necessary for graduation shall be determined separately.

Article Twenty-Seven

(Courses Taken at Other Universities, Etc.)

27.1 The University President may, when deeming it to be effective from an educational standpoint, regard credits earned by UNIVERSITY students' having taken courses offered at other universities and/or junior colleges as credits earned at the UNIVERSITY in consultation with the respective universities and junior colleges concerned, to an extent not exceeding 30 credits.

27.2 The University President may, when deeming it to be effective from an educational standpoint, regard courses taken by students at junior colleges and/or advanced courses of technical colleges as those taken at the UNIVERSITY and may grant credits. This shall also apply to courses prescribed in the Ministry of Education Notification No.68, 1991 regarding “performances for which universities may award academic credits” established based upon Article 29, Paragraph 1 of the Standards for Establishment Universities (Ministry of Education Ordinance No.28, 1956).

27.3 The number of academic credits granted under the provisions of Paragraph 27.2 above shall not exceed a total of 30, in combination with the academic credits earned under the provisions of Paragraph 27.1 above.

Article Twenty-Eight

(Recognition of Academic Credits Earned Prior to UNIVERSITY Admissions)

28.1 The University President may, when deeming it to be effective from an educational standpoint, retroactively regard academic credits earned by a student prior to admission to the UNIVERSITY for courses offered at a university or junior college (including credits earned as a non-degree student) as credits earned by taking courses offered at the UNIVERSITY after admission to the UNIVERSITY.

28.2 The University President may, when deeming it to be effective from an educational standpoint, regard courses taken provided for under Paragraph 27.2 herein prior to admission to the UNIVERSITY as those taken at the UNIVERSITY and grant credits.
28.3 The number of credits other than those earned at the UNIVERSITY, which can be deemed to have been earned or which can be granted as prescribed in the preceding two paragraphs, shall not exceed 30 credits, excluding cases of advanced standing admissions or transfer admissions.

CHAPTER NINE

LEAVE OF ABSENCE, UNIVERSITY TRANSFER, STUDY ABROAD, WITHDRAWAL AND EXPULSION

Article Twenty-Nine
(Leave of Absence)

29.1 Students unable to attend classes for a period exceeding two months due to illness or other unavoidable reasons may ask for permission from the University President for a leave of absence.

29.2 The length of a leave of absence shall not exceed one year. However, the University President may, when recognizing special reasons, extend the leave of absence by up to one year.

29.3 The total combined length of a student’s leaves of absence shall not exceed four years.

29.4 The leave of absence period shall not be included in the enrollment period provided for in Article 13 above.

29.5 A student must, when planning to resume his/her study at the UNIVERSITY following disappearance of the reasons for the leave of absence, receive permission from the University President for reenrollment in the UNIVERSITY.

Article Thirty (Deleted)

Article Thirty-One
(University Transfer)

31.1 Students planning to apply for admission or transfer to another university must receive permission to do so from the University President.

Article Thirty-Two
(Study Abroad)

32.1 The University President may, when deeming it to be effective from an educational standpoint, allow a student to study abroad for the purpose of taking courses at a university or junior college abroad in consultation with the relevant university or the junior college.
32.2 The period of study abroad provided for in Paragraph 32.1 above may be included in the student’s enrollment period provided for in Paragraph 35.1 herein.

32.3 The provisions of Paragraph 27.1 above shall apply to the study abroad referred to in Paragraph 32.1 above.

**Article Thirty-Three**

(Withdrawal)

33.1 Students planning to withdraw from the UNIVERSITY must receive permission to do so from the University President.

**Article Thirty-Four**

(Expulsion)

34.1 The University President can expel from the UNIVERSITY the students falling in any of the following categories:

(1) Students having failed to pay tuition and continuing to do so in spite of demand for payment

(2) Students having been enrolled at the UNIVERSITY for a period exceeding that provided for in Paragraph 13.1 above

(3) Students having exceeded the leave of absence period provided for in Paragraph 29.3 above and unable to resume UNIVERSITY studies, and

(4) Students whose whereabouts continue to remain unknown for an extended period of time.

**CHAPTER TEN**

GRADUATION, UNIVERSITY DEGREE AND QUALIFICATIONS, ETC.

**Article Thirty-Five**

(Graduation)

35.1 The University President shall authorize the graduation of students having been enrolled at the UNIVERSITY for a period of at least four years (this enrollment period shall be determined under the provisions of Paragraph 21.1 herein for the students admitted under the provisions of Paragraphs 19.1 and 20.1 herein) and having earned the number of credits prescribed in Article 26 herein.

**Article Thirty-Five-Two**

(Early Graduation)

35-2.1 The President may, notwithstanding the provisions of Article 12 and the preceding
article above, authorize the graduation of students having been enrolled at the UNIVERSITY for at least three years and recognized as having acquired the number of academic credits designated as a requirement for graduation from the undergraduate program with outstanding academic performance.

35-2.2 Matters concerning the early graduation provided for in the preceding paragraph shall be determined separately.

Article Thirty-Six
(University Degree)

36.1 The University President shall award a Bachelor's degree (in Computer Science and Engineering) to the students whose graduation has been authorized under the provisions of Paragraph 35 above.

Article Thirty-Six-Two
(Teaching Certificate)

36-2.1 Students planning to be qualified for a teaching certificate must earn the academic credits provided for in the Education Personnel Certification Act (Act No.147, 1949) and the Ordinance for Enforcement of the Education Personnel Certification Act (Ministry Of Education Ordinance No.26, 1954).

36-2.2 The types of teachers' certificates that can be obtained at the School of Computer Science and Engineering at the UNIVERSITY shall be as listed below:
   Junior High School Teacher Class 1 Certificate (Mathematics)
   High School Teacher Class 1 Certificate (Mathematics)
   High School Teacher Class 1 Certificate (Information)

Article Thirty-Six-Three
(Authorization of Expertise)

36.3 The University President shall, with regard to students who have earned credits for specific courses established for each area of specialization in computer science and engineering, certify their completion.

CHAPTER ELEVEN
COMMENDATION AND DISCIPLINE

Article Thirty-Seven
(Commendation)

37.1 The University President may commend a student serving as a model to others.
Article Thirty-Eight
(Disciplinary Punishment)
38.1 The University President may discipline students violating this ruling and other regulations or deviating from their duties as students.
38.2 The types of disciplinary punishment shall be expulsion or suspension from the UNIVERSITY, or a warning.
38.3 The expulsion referred to in Paragraph 38.2 above may be applied to students in any of the following categories:
   (1) Students of delinquent characteristics and conduct and recognized as lacking any prospect for improvement
   (2) Students of inferior scholastic ability and recognized as lacking any prospect for improvement
   (3) Students continually absent without justifiable cause
   (4) Students disturbing UNIVERSITY order and deviating from their duties as students
38.4 Matters necessary for disciplinary punishment for students shall be determined separately.

CHAPTER TWELVE
NON-DEGREE STUDENTS, RESEARCH STUDENTS, SPECIAL AUDIT STUDENTS, TRAINEES, AND INTERNATIONAL STUDENTS
Article Thirty-Nine
(Non-degree Students)
39.1 The University President may, through selection, admit applicants to the UNIVERSITY as non-degree students when they have applied for taking one or more courses for academic credits at the UNIVERSITY, to an extent not impeding education and research at the UNIVERSITY.
39.2 Individuals who can be admitted to the UNIVERSITY as non-degree students shall fall under either one of the categories provided for in Article 15 above.
39.3 The University President may grant academic credits to non-degree students.

Article Forty
(Research Students)
40.1 The University President may, through selection, admit applicants to the UNIVERSITY as research students when they have applied for conducting research in specific specialized matters at the UNIVERSITY, to an extent not impeding education and
research at the UNIVERSITY.

40.2 Individuals who can be admitted to the UNIVERSITY as research students shall have previously graduated from a university or be recognized by the University President as having academic ability either equivalent or superior to that of a university graduate.

Article Forty-One
(Special Audit Students)

41.1 The University President may, based on regulations provided for separately, admit applicants to the UNIVERSITY as special audit students when they have applied for taking one or more courses for academic credits at the UNIVERSITY.

41.2 The University President may grant academic credits to special audit students.

Article Forty-Two
(Trainees)

42.1 The University President may, through selection, accept individuals to the UNIVERSITY as trainees when there are applications for sending the individuals belonging to other universities or other organizations as their personnel for the purpose of their training regarding specific specialized matters at the UNIVERSITY to an extent not impeding education and research at the UNIVERSITY.

42.2 Individuals who can be accepted to the UNIVERSITY as trainees shall have previously graduated from a university or be recognized by the University President as having academic ability either equal or superior to that of a university graduate.

Article Forty-Three
(International Students)

43.1 The University President may, through selection, admit foreign nationals to the UNIVERSITY when they have entered Japan for the purpose of studying at a university and applied to the UNIVERSITY.

CHAPTER THIRTEEN
TUITION AND OTHER UNIVERSITY FEES

Article Forty-Four

44.1 UNIVERSITY entrance examination, admission, tuition and training fees shall be provided for in the provisions of the Regulation Concerning Tuition, Etc. of the University of Aizu.
CHAPTER FOURTEEN
OTHER MATTERS

Article Forty-Five
(Opening to the General Public)

45.1 The University President may, when recognizes doing so as necessary, open the UNIVERSITY facilities to the general public for public lectures, etc.

Article Forty-Six
(Health and Welfare Facilities)

46.1 The UNIVERSITY shall have a nurse’s office, counseling office, and other facilities necessary for the health and welfare for students and personnel.

Article Forty-Seven
(Delegation of Authority)

47.1 The University President shall specify matters necessary for the enforcement of this ruling.

ADDITIONAL PROVISIONS

1. This ruling shall be enforced as of April 1, 2008.

2. With regard to students who were admitted to the UNIVERSITY in AY 2005 or before, are enrolled in the UNIVERSITY as of the previous day of the enforcement date of this ruling (hereinafter referred to as “ENFORCEMENT DATE”), and will remain enrolled therein after the ENFORCEMENT DATE, the pre-revised ruling shall remain effective until March 30, 2009.

ADDITIONAL PROVISIONS

This regulation shall be enforced as of April 1, 2009.

ADDITIONAL PROVISIONS

This regulation shall be enforced as of April 1, 2010.

ADDITIONAL PROVISIONS

This regulation shall be enforced as of March 4, 2013.

ADDITIONAL PROVISIONS

This regulation shall be enforced as of April 1, 2018.

ADDITIONAL PROVISIONS

This regulation shall be enforced as of April 1, 2019.