

**Regulations
of
Nara Institute of Science and Technology**

April 1, 2004
Regulations No. 1

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I. General Provisions

Article 1 (Purpose)

Nara Institute of Science and Technology (“NAIST”) aims to promote cutting-edge research activities and train skilled personnel through advanced education based on the results of such research activities, thereby contributing to the advancement of science and technology and prosperity of society.

Article 2 (Self-assessment)

1. NAIST shall inspect and assess educational and research activities conducted internally (“Self-assessment”) and make the results of the Self-assessment publicly available, in order to raise NAIST’S education and research standards and achieve the goals and social mission described in the foregoing article.
2. NAIST shall have the results of the Self-assessment examined by third party reviewers.
3. Matters concerning implementation of the Self-assessment shall be provided for separately.

Article 3 (Active provision of information)

NAIST shall actively provide information on its educational and research activities through publications or other suitable means.

II. Educational and Research Organization

Article 4 (University with graduate school curriculum)

NAIST is a university with graduate school curriculum only.

Article 5 (Graduate school and department)

A graduate school and its department shall be established as shown in the following table. (Hereinafter referred to as the “Graduate School”)

Graduate school	Department
Graduate School of Science and Technology	Department of Science and Technology

Article 6 (Objectives of the Graduate School)

The Graduate School promotes world-leading research in the core fields of advanced science and technology, information, biological, and materials science, and their interdisciplinary areas, and, while pursuing the development and fusion of this research and the exploration of new research fields, will aim to foster human resources with ‘aggressiveness, comprehensive skills and knowledge, integrative abilities, and a global outlook’ to undertake the solving of the problems facing society and our future, and the new developments in advanced science and technology, through the structured education based on NAIST’s research achievements.

Article 7 (Faculty)

1. The Graduate School has an academic faculty.
2. Matters relating to the academic faculty shall be provided for separately.

Article 8 (Courses and their purposes)

1. The Graduate School of NAIST has a doctoral course.
2. The doctoral course consists of a first course (“Master’s Course”) and a latter course (“Doctoral Course”).
3. The Master’s Course aims to equip students with profound academic knowledge from broad perspectives, and help students develop the ability to conduct advanced research in their fields of specialty or engage in professions that require highly specialized skills.
4. The Doctoral Course aims to help students develop the ability to conduct advanced research activities on their own, and research skills of the highest level necessary for highly sophisticated professions, and to foster profound academic knowledge indispensable for such research activities and professions.

Article 8-2 (Education Programs)

1. The Doctoral Course and the Master’s Course have each of the following Education Programs:
Information Science and Engineering

Computational Biology
Biological Science
Bionanotechnology
Materials Science and Engineering
Intelligent Cyber-Physical Systems
Data Science

2. Matters relating to the Education Programs shall be provided for separately.

Article 9 (Information Initiative Center)

1. NAIST has an Information Initiative Center.
2. Information Initiative Center has a NAIST Library.
3. Matters relating to the Information Initiative Center shall be provided for separately.

Article 10 (Collaborative educational and research institutions)

1. NAIST has the following common educational and research institutions:
 - (1) Research and Education Center for Genetic Information
 - (2) Research and Education Center for Materials Science
2. Matters relating to the collaborative educational and research institutions shall be provided for separately.

Article 11 (Health Care Center)

1. NAIST has a Health Care Center.
2. Matters relating to the Health Care Center shall be provided for separately.

III. President, Vice President, Dean, etc.

Article 12 (Organization)

1. The organization of NAIST consists of the following members:

President

Vice President

Dean

Division Directors

Division Deputy Directors

Director of Information Initiative Center (ITC)

Directors of collaborative educational and research facilities

 Director of the Research and Education Center for Genetic Information

 Director of the Research and Education Center for Materials Science

 Director of the Data Science Center

Director of Health Care Center

Faculty members

General staff members

Other staff members

2. The faculty members of NAIST consist of professors, associate professors, lecturers, assistant professors, and research associates.

3. General staff members of NAIST consist of administrative staff, technical staff, nurses and academic staff.

Article 13 (President)

The President shall be responsible for management of internal affairs at NAIST and supervision of all faculty and staff members thereof.

Article 14 (Vice President)

The Vice President shall be responsible for supporting the President and, upon receiving authorization from the President, be responsible for management of affairs at NAIST.

Article 15 (Dean)

The Dean shall be responsible for the operation of the Graduate School.

Article 16 (Division Directors)

Each Division Director shall be responsible for supporting the Dean and the operation of the respective division.

Article 16-2 (Division Deputy Directors)

Each Division Deputy Director shall be responsible for supporting the Division Director.

Article 17 (Director of Information Initiative Center (ITC))

The Director of the Information Initiative Center (ITC) shall be responsible for administration of the Information Initiative Center (ITC).

Article 18 (Directors of the collaborative educational and research facilities)

Each Director of the collaborative educational and research facilities shall be responsible for affairs of their respective facility.

Article 19 (Director of Health Care Center)

The Director of the Health Care Center shall be responsible for its administration.

IV. Faculty Council

Article 20 (Faculty Council)

1. The Graduate School has a Faculty Council.
2. The Faculty Council shall be responsible for expressing opinions concerning the following items which the president deliberates:
 - (1) Student admission and course completion
 - (2) Degree conferment
 - (3) Arrangement of curriculum
 - (4) Student recognition and punishment
3. In addition to the items stipulated in the foregoing subsection, the Faculty Council may also discuss the following areas concerning the education and research governed by the President and the Dean, and

present opinions concerning these upon request of the president and/or Dean.

- (1) Matters relating to student registration at and credits from other institutions
 - (2) Matters relating to the acceptance of special auditing students, special research students, non-degree students, research students and undergraduate internship students
 - (3) Matters relating to agreements concluded by the Graduate School
 - (4) Matters relating to laboratory establishment, reorganization and closing
 - (5) Matters relating to required Graduate School evaluation and assessments pertaining to university appraisal
 - (6) Other matters relating to education and research
4. The Faculty Council shall consist of full-time and associate professors engaged in educational or research activities of the Graduate School. However, the Dean may invite other faculty members involved in educational or research activities to join the Faculty Council when deemed necessary.
 5. Notwithstanding the provision of the foregoing subsection, members of the Faculty Council who are on an official trip abroad, on leave of absence or absent for other reasons may be removed from the Faculty Council.
 6. The Dean shall serve as Chairperson of the Faculty Council.
 7. The Chairperson of Faculty Council shall preside over the council's meetings.
 8. In case the Chairperson has become unable to serve his or her role, the Division Director chosen in advance by the Dean shall act as the chairman in place of him or her.
 9. For the Faculty Council meetings and resolutions to be valid, a majority of all the members thereof shall be present.
 10. Resolutions at Faculty Council meetings shall be passed with assenting votes of a majority of the faculty members present at the meeting. In case of a tied vote, the Chairperson shall cast the deciding vote.
 11. The Dean may invite individuals who are not Faculty Council members to attend council meetings if he or she deems it necessary to do so.

Article 20-2 (Representative Council)

1. The Faculty Council shall have a Representative Council consisting of those chosen from members the Faculty Council, as designated by the Faculty Council
2. The Faculty Council may make resolutions using the Representative Council resolutions, as designated by the Faculty Council.

V. Admission Capacity and Enrollment Capacity

Article 21 (Admission and enrollment capacity)

The admission capacity and enrollment capacity of the Graduate School of NAIST shall be as shown in the attached table.

VI. Academic Year, Semesters, and Closed Days

Article 22 (Academic year)

1. At NAIST, the academic year shall commence on April 1 and end on March 31 of the following year.
2. Notwithstanding the provision of the foregoing subsection, the academic year shall commence on October 1 and end on September 30 of the following year for students who are admitted to NAIST in the

autumn semester.

Article 23 (Semesters)

The academic year specified in the foregoing article shall consist of:

- (1) Spring semester (from April 1 to September 30), and
- (2) Autumn semester (from October 1 to March 31 of the following year).

Article 24 (Closed days)

1. NAIST shall be closed on the following days:

- (1) Sunday and Saturday
- (2) Days designated as national holidays under the Public Holiday Law (1948 Law No. 178)
- (3) Anniversary of the founding of NAIST (October 1)
- (4) Spring, summer and winter holidays

2. Details about the spring, summer and winter holidays in the foregoing subsection (4) shall be provided for separately.

3. The President may designate temporary closed day(s) if he deems it necessary to do so.

4. Regardless of Article 1, classes may be held on holidays when deemed necessary for educational purposes by the dean.

VII. Admission

Article 25 (Applicant qualifications)

1. Admission to the Master's Course is granted to individuals who:

(1) Have graduated from a university stipulated in Article 83-1 of the School Education Law (1947 Law No. 26)

(2) Have been awarded a bachelor's degree pursuant to Article 104-4 of the School Education Law

(3) Have completed the equivalent of a 16-year course of school education abroad

(4) Have taken a correspondence course in Japan offered by a foreign school, thereby completing a 16-year course of school education of the foreign country where the school is located

(5) Have completed a course of an educational institution that is recognized as offering a regular curriculum of a foreign university in compliance with the school education system of the country, and that is designated separately by the Minister of Education, Culture, Sports, Science and Technology, provided that completion of the said course shall constitute completion of a 16-year course of school education in the country

(6) Have completed the specialized course offered by a special training school that is designated separately by the Minister of Education, Culture, Sports, Science and Technology, on or after the day specified by the Minister, provided that the said course shall be a four-year or longer course, and meet all the other criteria set forth by the Minister

(7) Have been designated by the Minister of Education, Culture, Sports, Science and Technology, in accordance with Article 155-1 (6), of the Enforcement Regulations for the School Education Law (1947 Ordinance of the Ministry of Education No. 11)

(8) Fall into any of the following categories and are recognized by NAIST as having earned the necessary credits with outstanding academic grades:

- (a) Individuals who have been enrolled in university for at least three years

(b) Individuals who have completed the equivalent of a 15-year course of school education abroad

(c) Individuals who have taken a correspondence course in Japan offered by a foreign school, thereby completing a 15-year course of school education of the foreign country where the school is located

(d) Individuals who have completed a course of an educational institution that is recognized as offering a regular curriculum of a foreign university in compliance with the school education system of the country, and that is designated separately by the Minister of Education, Culture, Sports, Science and Technology, provided that completion of the said course shall constitute completion of a 15-year course of school education in the country

(9) Have been enrolled in graduate school before pursuant to Article 102-2 of the School Education Law and are recognized by NAIST as having adequate academic ability to be educated at the Graduate School thereof

(10) Have been recognized by NAIST through an individual entrance screening as having academic ability equivalent to or greater than that of a university graduate and are at least 22 years of age

2. Admission to the Doctoral Course is granted to individuals who:

(1) Have been awarded a master's degree or a professional degree specified in Article 5-2 of the Rules for Degrees (1953 Ordinance of the Ministry of Education No. 9) pursuant to Article 104-1 of the School Education Law ("Professional Degree")

(2) Have been awarded a master's degree or other degree equivalent to a Professional Degree abroad

(3) Have been awarded a master's degree or other degree equivalent to a Professional Degree by completing a correspondence course in Japan offered by a foreign school

(4) Have been awarded a master's degree or other degree equivalent to a Professional Degree by completing a course of an educational institution in Japan that is recognized as offering a regular curriculum of a foreign graduate school in compliance with the school education system of the country, and that is designated separately by the Minister of Education, Culture, Sports, Science and Technology

(5) have completed their degree by March 2016 by graduating from the United Nations University established under the resolution of the United Nations General Assembly on December 11, 1972 as stipulated in subsection 2, Article 1 of the Special Measures Incidental to Enforcement of the Agreement between the United Nations and Japan regarding the Headquarters of the United Nations University Act (Act No.72 of 1976).

(6) have been recognized as having achieved at least the academic equivalence of a Master's degree through an educational program of ① a foreign educational institute, ② educational institutions which have received the designation in (4) above, or ③ the United Nations University and have passed the equivalent examination and screening process as stipulated in the subsection 2, Article 16 of the Standards for the Establishment of Graduate School (Act No. 28, 1974).

(7) Have been designated by the Minister of Education, Culture, Sports, Science and Technology, in accordance with Article 155 (6), of the Enforcement Regulations for the School Education Law

(8) Have been recognized by NAIST through an individual entrance screening as having academic ability equivalent to or greater than that of a master's degree or Professional Degree holder and are at least 24 years of age

3. Methods for implementing entrance screening, etc., set forth in Paragraph 1 (10) and Paragraph 2 (6), hereof shall be stipulated separately.

Article 26 (Timing of admission)

Students shall be admitted to NAIST at the beginning of each semester.

Article 27 (Application for admission)

To apply for admission to NAIST, an admission application form shall be submitted together with designated documents to the President of NAIST.

Article 28 (Screening)

Applicants for admission to NAIST shall be screened by the procedures set forth separately.

Article 29 (Enrollment procedures and admission)

1. Applicants who have received notification of acceptance as a result of the screening specified in the foregoing article shall submit the designated documents to be admitted to NAIST.
2. The President shall admit applicants to NAIST upon completion of the procedures set forth in the foregoing subsection.

Article 30 (Admission to Doctoral Course for NAIST Master's Course graduates)

Subject to screening by the Faculty Council, the President shall admit students to the Doctoral Course upon completion of the Master's Course of NAIST.

VIII. Standard Terms of Study and Maximum Years of Enrollment

Article 31 (Standard terms of study)

The standard terms of study at the Master's Course and Doctoral Course shall be two years and three years, respectively.

Article 32 (Maximum years of enrollment)

Maximum years of enrollment in the Master's Course and Doctoral Course shall be four years and six years, respectively.

IX. Education at the Graduate School

Article 33 (Graduate School education)

Education at the Graduate School shall be provided by means of lectures on subjects and guidance on writing theses ("Research Guidance").

Article 34 (Courses, credits, and registration procedures)

The courses to be taught as set forth in the foregoing article, the credits allotted to the said courses, and registration procedures shall be provided for separately.

Article 35 (Calculation of credits)

1. Based on the general rule that one credit shall be composed of a total of 45 hours of studying by students, the following basis shall be adopted for calculating credits at NAIST, taking into consideration the educational effects and hours required for off-campus studying, which vary depending on how the subject is taught:

- (1) For lectures and seminars, one credit shall require from fifteen up to thirty class hours.

(2) For experiments and practical classwork, one credit shall require from thirty up to forty-five class hours.

(3) When a combination of two or more methods of lectures, seminars, experiments, or practical classwork is employed for a course, one credit shall consist of class hours determined in light of the standards stipulated in the foregoing two subsections, in accordance with the combination of such methods.

2. Notwithstanding the provision of the foregoing subsection, the number of credits to be allotted to thesis writing and thematic research may be determined upon consideration of the amount of study needed therefor, if it is deemed appropriate to award credits based on an evaluation of the results of the study.

Article 35-2 (Publication of Standards for Evaluating Grades)

1. The Graduate School shall present to students, in advance, a clear outline of the methodology and contents of classes and Research Guidance, as well as a class and Research Guidance schedule for the year.

2. The Graduate School shall, when assessing students' academic achievement and theses and approving their completion, present them with a clear outline of the standards therefor, in advance, so as to ensure objectivity and rigidity, and shall conduct an assessment and approval process appropriately in accordance with said standards.

Article 35-3 (Organized Training for Improving Educational Contents)

1. NAIST shall conduct organized training and research for improving the contents and methodology used to give classes and Research Guidance.

2. Necessary matters related to organized training for improving educational contents shall be stipulated separately.

Article 36 (Awarding of credits)

Students who have completed each course can earn credits therefor upon passing the examination or acceptance of a research report.

Article 37 Deleted

Article 38 (Studying in a graduate school outside of NAIST)

1. Contingent on prior consultation with the graduate school offering classes, students may take a course offered by a graduate school outside of NAIST if the Dean deems it educationally beneficial to do so, subject to screening by the Faculty Council.

2. Course credits that students have earned pursuant to the foregoing subsection shall be treated as credits earned internally, provided that the number of such credits shall not exceed ten.

3. The period of studying at another graduate school pursuant to subsection 1 of this Article shall be counted toward the period of study at NAIST.

4. The provisions of the foregoing three subsections shall apply to cases in which students take classes from ① a correspondence program offered by a foreign school in Japan ② a foreign graduate school in compliance with the school education system of that country, and that is designated separately by the Minister of Education, Culture, Sports, Science and Technology, or ③ the United Nations University graduate program.

5. Matters relating to taking of courses of other graduate schools shall be provided for separately.

Article 38-2 (Approval of credits for courses completed at a foreign university during a leave of absence)

1. Students may earn credits for courses completed at foreign universities during a leave of absence if the Dean deems it educationally beneficial to do so, subject to screening by the Faculty Council.
2. Course credits that students have earned pursuant to the foregoing subsection shall be treated as credits earned internally, provided that the number of such credits shall not exceed ten.

Article 39 (Treatment of credits earned prior to admission to NAIST)

1. Credits that a student has earned at a graduate school prior to admission to NAIST, including credits that have been earned by the student as a non-degree student as defined in the Standards for the Establishment of Graduate Schools (1974 Ordinance of the Ministry of Education No. 28), may be treated as credits that have been earned by the student at NAIST after his or her admission thereto, if the Dean deems it educationally beneficial to do so, subject to screening by the Faculty Council.
2. The number of credits that have been earned at another graduate school but are treated as having been earned at NAIST pursuant to the foregoing subsection shall not exceed ten.
3. Other matters relating to credits earned prior to admission to NAIST shall be provided for separately.

Article 40 (Research Guidance at another graduate school)

1. Contingent on prior consultation with the graduate school or research institution, students may receive Research Guidance offered by the graduate school or research institution outside of NAIST as needed if the Dean deems it educationally beneficial to do so, subject to screening by the Faculty Council. However, the period during which students enrolled in the Master's Course are allowed to receive Research Guidance at another graduate school or research institution shall not exceed one year.
2. Research Guidance that students receive from another graduate school or research institution pursuant to the foregoing subsection may be treated as Research Guidance received by the students at the Graduate School of NAIST.
3. The period during which students receive Research Guidance pursuant to subsection 1 of this Article shall be counted toward the period of study at NAIST.
4. Matters relating to Research Guidance at another graduate school or research institution shall be provided for separately.

X. Course and Degree Requirements

Article 41 (Requirements for completion of Master's Course)

1. To complete the Master's Course, students shall have been enrolled in the Master's Course for the standard term of study at the shortest, earn at least thirty credits in the subjects designated by the Graduate School, receive necessary Research Guidance, and pass the master's thesis evaluation and examination. However, students who have achieved outstanding research results may complete the Master's Course after having been enrolled in the said course for one year at the shortest, instead of the standard term of study.
2. Pursuant to the provision of the foregoing subsection, an examination of research results on specified themes may be conducted in place of the master's thesis evaluation if the Dean deems it appropriate to do so.

Article 42 (Requirements for completion of Doctoral Course)

1. To complete the Doctoral Course, students shall have been enrolled in the Doctoral Course for the

standard term of study at the shortest, receive necessary Research Guidance, and pass the doctoral thesis evaluation and examination. However, students who have achieved outstanding research results may complete the Doctoral Course after having been enrolled in the said course for one year at the shortest, instead of the standard term of study.

2. The part of the provision of the foregoing subsection that reads “However, students who have achieved outstanding research results may complete the Doctoral Course after having been enrolled in the said course for one year at the shortest, instead of the standard term of study” shall read “However, students who have achieved outstanding research results may complete the Doctoral Course after having been enrolled in the said course for the period of three years less the period of enrollment in the Master’s Course at the shortest, instead of the standard term of study,” to apply to students who have completed the Master’s Course at NAIST in one year at the shortest pursuant to subsection 1 of Article 41, or who have completed the master’s course of a graduate school outside of NAIST taking between one and two years.

3. Notwithstanding the provisions of the foregoing two subsections, for students who have been admitted to the Doctoral Course after having been recognized as having academic ability equivalent to or greater than that of a master’s degree holder pursuant to Article 156 of the Enforcement Regulations for the School Education Law, the requirements for completion of the Doctoral Course shall be: enrollment in the said course for three years at the shortest, receipt of necessary Research Guidance, and passing of the doctoral thesis evaluation and examination. However, students who have achieved outstanding research results may complete the Doctoral Course after having been enrolled in the said course for one year at the shortest, instead of three years.

Article 43 (Approval of completion)

Approval of completion of the Master’s Course and Doctoral Course shall be given by the President, subject to screening by the Faculty Council.

Article 44 (Awarding of degrees)

1. Students who have completed the Master’s Course or Doctoral Course shall be awarded a master’s degree or doctoral degree, respectively.

2. In addition to the provision of the foregoing subsection, a doctoral degree shall be awarded to individuals who have submitted a doctoral thesis to NAIST, passed the doctoral thesis examination and been recognized as having academic ability equivalent to or greater than that of an individual who has completed the Doctoral Course at NAIST.

3. Matters relating to awarding of degrees shall be provided for separately.

Article 45 (Timing of completion)

1. The Master’s Course and Doctoral Course shall be completed at the end of each semester.

2. Notwithstanding the provision of the foregoing subsection, the Master’s Course and Doctoral Course may be completed during a semester if deemed necessary by the President.

Article 46 (Teaching qualifications)

1. Students who wish to obtain teaching qualifications shall earn the credits specified by the Teacher’s Certificate Law (1949 Law No. 147) and the Enforcement Regulations for the Teacher’s Certificate Law (1954 Ordinance of the Ministry of Education No. 26).

2. Teaching qualifications that can be obtained at the Graduate School of NAIST are as shown in the

following table.

Graduate School of Science and technology	Department of Science and Technology	Teaching qualifications	Subject
		Junior high school qualifications	Science
		High school qualifications	Science

XI. Leave of Absence, Study Abroad, Readmission, Transfer from/to another School, Withdrawal, and Expulsion.

Article 47 (Leave of absence)

1. A student who must be absent from school for three consecutive months or longer due to illness, or for other reasons deemed justifiable by the President, may take a leave of absence with President's permission.
2. The President may order a student who is recognized to be too ill to attend school to take leave of absence.
3. When the grounds for the leave of absence have been resolved, the student may return to school with permission of the President.
4. The period of leave of absence shall be up to one year, provided, however, that the said period may be extended for up to another one year if there is any justifiable reason.
5. The period of leave of absence shall not exceed two years in total during enrollment in the Master's Course or Doctoral Course, respectively.
6. Notwithstanding the provision of subsections 4 and 5, a student may be given special permission to take a leave of absence if deemed appropriate by the President.
7. The period of leave of absence shall not be counted toward the standard term of study specified in Article 31 and the minimum years of enrollment specified in Article 32.

Article 48 (Study abroad)

1. A student who wishes to study at a graduate school or research institution abroad shall obtain permission of the President in advance.
2. The provisions of Article 38 and Article 40 shall apply for the treatment of credits earned during study abroad.

Article 49 (Readmission)

1. An individual who withdrew or was expelled from NAIST in the past and wishes to be readmitted to the Graduate School of NAIST may be permitted to do so by the President, subject to screening by the Faculty Council, only if doing so is deemed not to interfere in any way with the educational and research activities of the Graduate School.
2. If readmission is permitted pursuant to the provision of the foregoing subsection, the Dean shall decide whether to count the credits earned during the previous enrollment and years of the previous enrollment toward course requirements, subject to screening by the Faculty Council.

Article 50 (Transfer from another Graduate school)

1. A student who is enrolled in another graduate school outside of NAIST and wishes to transfer to NAIST may be permitted to do so by the President, subject to screening by the Faculty Council, only if doing so is

deemed not to interfere in any way with the educational and research activities of NAIST.

2. If transfer to NAIST is permitted pursuant to the provision of the foregoing subsection, the Dean shall decide whether to count credits earned during the previous enrollment and years of the previous enrollment toward course requirements, subject to screening by the Faculty Council.

3. The provisions of the foregoing two subsections shall apply to cases in which students are enrolled in a foreign graduate school in compliance with the school education system of that country, and that is designated separately by the Minister of Education, Culture, Sports, Science and Technology (limited to schools stipulated in subsection 1, Article 102 of the School Education Law), or the United Nations University graduate program.

Article 51 (Transfer to a graduate school outside of NAIST)

1. A NAIST student who wishes to transfer to a graduate school outside of NAIST shall obtain permission of the President in advance.

2. If transfer to a graduate school outside of NAIST is permitted pursuant to the provision of the foregoing subsection, it shall apply to cases in which students will enroll in a foreign graduate school in compliance with the school education system of that country, and that is designated separately by the Minister of Education, Culture, Sports, Science and Technology, or the United Nations University graduate program.

Article 52 Deleted

Article 53 (Withdrawal)

A NAIST student who wishes to withdraw from NAIST shall obtain permission of the President in advance.

Article 53-2 (Expulsion)

A student shall be expelled from NAIST if he or she:

- (1) Has been enrolled in NAIST for longer than the period specified in Article 32.
- (2) Has been on leave of absence for longer than the period stipulated in Article 47, subsections 5 and 6.
- (3) Has failed to pay the admission fee by the due date if the student has not been exempted from payment of the admission fee, has been exempted from payment of part of admission fee, has been allowed delayed payment of the admission fee, or has the payment exemption withdrawn.
- (4) Has failed to pay the tuition fee by the due date and still not paid it even after receiving a reminder.
- (5) Has been declared missing.
- (6) Has deceased

XII. Entrance Examination, Admission and Tuition Fees

Article 54 (Amounts of the entrance examination, admission and tuition fees)

The amounts of the entrance examination, admission and tuition fees shall be as shown in the following table.

Entrance examination fee	Admission fee	Annual tuition fee
30,000 yen	282,000 yen	535,800 yen

Article 55 (Payment of the entrance examination fee)

1. Individuals who apply for admission, readmission or transfer to NAIST shall submit an application form and pay the entrance examination fee at the same time.
2. Notwithstanding the provision of the foregoing subsection, students who apply for admission by recommendation in accordance with Article 4 of MEXT Guidelines for International Scholarship Student System Implementation shall not have to pay entrance examination fees.

Article 56 (Payment of the admission fee)

1. Individuals who are to be admitted, readmitted or transferred to NAIST shall pay the admission fee by the due date specified by NAIST.
2. Notwithstanding the provision of the foregoing subsection, MEXT Scholarship Students (as defined in Article 2 of MEXT Guidelines for International Scholarship Student System Implementation) shall not have to pay admission fees.

Article 57 (Payment of the tuition fee)

1. Students shall pay the annual tuition fee in two equal installments for the spring semester (from April to September) and the autumn semester (from October to March of the following year).
2. The due dates of the tuition payment shall be in May and November except when delayed payment is permitted pursuant to the provision of Article 63.
3. Notwithstanding the provisions of the foregoing two subsections, students, by submitting an application, may pay the tuition fee for the autumn semester at the same time as paying the tuition fee for the spring semester.
4. Notwithstanding the provisions of subsections 1 and 2 above, students may, by submitting an application, pay the tuition fee for the spring semester or for the spring and autumn semesters of the year of admission, at the time when accepted for admission.
5. Notwithstanding the provision of subsection 1, MEXT Scholarship Students (as defined in Article 2 of MEXT Guidelines for International Scholarship Student System Implementation) shall not have to pay tuition.

Article 58 (Amount and payment of the tuition fee in case of re-enrollment)

In case of re-enrollment, transfer from another school, and readmission (“Re-enrollment”) during the spring or autumn semester, the tuition fee shall be paid in an amount of one twelfth of the annual tuition fee (“Monthly Fee”) multiplied by the number of months from the month of Re-enrollment to the month preceding the next tuition payment. Payment shall be made in the month of Re-enrollment.

Article 59 (Amount of the tuition fee in case of completion of the course before the end of the academic year)

In case of completion of the course before the end of the academic year due to special circumstances, the tuition fee shall be paid in an amount of the Monthly Fee multiplied by the number of months of enrollment in NAIST.

Article 60 (Amount of the tuition fee in case of leave of absence)

1. Payment of tuition fee is not required during leave of absence.
2. The amount of the tuition fee for which payment is not required shall be the Monthly Fee multiplied by

the number of months from the month following the leave of absence to the month preceding Re-enrollment.

Article 61 (Amount of the tuition fee in case of withdrawal)

1. In case of withdrawal, whether voluntary or forced, transfer to another school, or expulsion from NAIST during a spring or autumn semester, the tuition fee for the entire semester shall be paid.
2. The tuition of students which have been suspended shall be collected for the duration of the suspension.
3. Notwithstanding the provision of subsection 1, the tuition to be collected from students who have been removed from enrollment due to death or disappearance will be recalculated according to the number of months enrolled.

Article 62 (Exemption from payment of admission and tuition fees)

Students may be exempted from payment of all or part of the admission fee or allowed delayed payment thereof if he or she has difficulties paying the admission fee for financial reasons and also is recognized as having outstanding academic ability, or if he or she has other justifiable reasons.

Article 63

Students may be exempted from payment of all or part of the tuition fee or allowed delayed payment thereof if he or she has difficulties paying the tuition fee for financial reasons and also is recognized as having outstanding academic ability, or if he or she has other justifiable reasons.

Article 64

Matters relating to exemption of payment of admission and tuition fees and delayed payment thereof shall be provided for separately.

Article 65 (Treatment of entrance examination, admission and tuition fees once paid)

1. Once paid, entrance examination, admission and tuition fees cannot be refunded.
2. Notwithstanding the provision of the foregoing subsection, the tuition fee shall be refunded in the following cases.
 - (1) If a student who paid the tuition fees for both the spring and autumn semester at the same time pursuant to the provision of Article 57 subsection 3 above is to withdraw from NAIST before September 30 of that school year, the tuition fee for the autumn semester shall be refunded.
 - (2) If a student who paid the tuition fee at the time when he or she was accepted for admission pursuant to the provision of Article 57-4 above declares his or her intention to decline the acceptance by the last day of the month preceding the admission, the amount equivalent to the paid tuition fee shall be refunded.
 - (3) If a student who paid tuition fees pursuant to the provision of Article 57 is to complete his or her course before the end of the academic year due to special circumstances, the amount of the paid tuition fee less the Monthly Fee multiplied by the number of months of enrollment shall be refunded.
 - (4) If a student who paid tuition fees is to take leave of absence, the amount specified in Article 60-2 shall be refunded.
 - (5) In the case of removal from enrollment due to death or disappearance, tuition paid shall be refunded after deducting for the partial enrollment period.

XIII. Special Auditing Students, Special Research Students, Non-Degree Students, Research Students and

Undergraduate Internship Students

Article 66 (Special auditing students)

1. Contingent on consultation with the students' graduate school, students enrolled in a graduate school outside of NAIST, whether domestic or foreign, may be admitted to NAIST as special auditing students to take a course at the Graduate School of NAIST if deemed beneficial for educational purposes by the Dean, subject to screening by the Faculty Council.
2. If admission is permitted pursuant to the provision of the foregoing subsection, it shall apply to cases in which students are enrolled in a foreign graduate school in compliance with the school education system of that country, and that is designated separately by the Minister of Education, Culture, Sports, Science and Technology, or the United Nations University graduate program.
3. Matters relating to special auditing students shall be provided for separately.

Article 67 (Special research students)

1. Contingent on consultation with the students' graduate school, students enrolled in another graduate school outside of NAIST, whether domestic or foreign, may be admitted to NAIST as special research students to receive Research Guidance at the Graduate School of NAIST if deemed beneficial for educational purposes by the Dean, subject to screening by the Faculty Council.
2. Matters relating to special research students shall be provided for separately.

Article 68 (Non-degree students)

1. Individuals who are not NAIST students but wish to study one or more elective subjects at the Graduate School of NAIST may be admitted to NAIST as non-degree students and awarded credits only if doing so is deemed not to interfere in any way with the educational and research activities of the Graduate School by the Dean, subject to screening by the Faculty Council.
2. Matters relating to non-degree students shall be provided for separately.

Article 69 (Research students)

1. Individuals who wish to conduct research on a specific theme at a Graduate School of NAIST may be admitted to NAIST as research students only if doing so is deemed not to interfere in any way with the educational and research activities of the Graduate School by the Dean, subject to screening by the Faculty Council.
2. Matters relating to research students shall be provided for separately.

Article 69-2 (Undergraduate internship students)

1. Contingent on consultation with the students' university or institution, students enrolled in a university (including foreign universities) or technical college may be admitted to NAIST as undergraduate internship students to receive academic guidance in the Graduate School of NAIST if deemed beneficial for educational purposes by the Dean, subject to screening by the Faculty Council.
2. Matters relating to undergraduate internship students shall be provided for separately.

XIV. Rewards and Punishments

Article 70 (Rewards and punishments)

1. Students may be recognized by the President for outstanding achievements and valuable contributions, subject to screening by the Faculty Council.
2. The President may take disciplinary measures against students who have acted against the rules of NAIST or who have materially disturbed the educational and research activities of NAIST, following deliberation by the Faculty Council.
3. The disciplinary measures set forth in the foregoing subsection shall mean forced withdrawal, suspension from NAIST, and warning.
4. The period of suspension shall be subtracted from the maximum period of study stipulated in Article 32, but not added to the standard period of study stipulated in Article 31. However, if the period of suspension is less than three months, the semester shall be added to the standard period of study.

XV. Student Dormitories

Article 71 (Student dormitories)

1. NAIST has student dormitories.
2. Matters relating to the student dormitories shall be provided for separately.

XVI. Open Lectures

Article 72 (Open lectures)

1. NAIST may offer open lectures with a view to educating the public and contributing to cultural enrichment.
2. Matters relating to the open lectures shall be provided for separately.

XVII. Special Programs

Article 73 (Special programs)

1. NAIST may organize special programs for individuals who are not NAIST students and issue certificates certifying the successful participant's course completion.
2. Matters relating to the implementation of the foregoing subsection shall be provided for separately.

Supplementary provisions

(Effective date)

1. These Regulations shall come into effect on April 1, 2004.

(Transitional measures)

2. In case of amendment of the Regulations of the Nara Institute of Science and Technology, the Regulations before the amendment shall remain applicable to the students who are enrolled in NAIST as of March 31, 2004 ("Existing Students") and also to the students who are readmitted or transferred to NAIST after April 1, 2004 if they are in the same grade as the Existing Students.

Supplementary provision

These Regulations shall come into effect on April 1, 2005.

Supplementary provision

These Regulations shall come into effect on April 21, 2005, while the Regulations of the Nara Institute of Science and Technology as amended hereunder shall be applied from April 1, 2005.

Supplementary provision

These Regulations shall come into effect on November 17, 2005.

Supplementary provision

These Regulations shall come into effect on April 1, 2007.

Supplementary provision

These Regulations shall come into effect on January 24, 2008, while the Regulations of the Nara Institute of Science and Technology as amended hereunder shall be applied from December 26, 2007.

Supplementary provision

These Regulations shall come into effect on April 1, 2009.

Supplementary provision

These Regulations shall come into effect on April 1, 2010.

Supplementary provision

These Regulations shall come into effect on December 1, 2010.

Supplementary provision

These Regulations shall come into effect on December 1, 2010.

Supplementary provision

(Effective date)

1. These Regulations shall come into effect on April 1, 2010.

2. Notwithstanding the provision of revised Article 5, the Graduate School of Information Science Department of Information Processing, Department of Information Systems and Department of Bioinformatics and Genomics, along with Graduate School of Biological Science Department of Cell Biology and Department of Molecular Biology shall be maintained until the students enrolled in these departments as of March 31, 2011 are no longer enrolled.

(Enrollment capacity for 2011, 2012 school year)

3. Notwithstanding the provision of Article 21 of these Regulations, the enrollment capacity for the 2011 and 2012 school years shall be as shown in the following table.

Fiscal Year	Graduate school	Department	Admission capacity		Enrollment capacity
			Master's Course	Doctoral Course	
2011	Information Science	Information Science	135	40	175
		Information Processing			96
		Information Systems			77
		Bioinformatics and Genomics			59
	Total	135	40	407	
Biological	Biological Sciences	125	37	162	
	Cell Biology			81	

	Sciences	Molecular Biology Total	125	37	101 344
2012	Information Science	Information Science	135	40	350
		Information Processing Information Systems Bioinformatics and Genomics Total			18 14 11 393
	Biological Sciences	Biological Sciences Cell Biology Molecular Biology Total	125	37	324 15 19 358

(Transitional measures concerning attainable qualifications for teacher licensing at the Graduate School)

4. Notwithstanding the provision of revised Article 46 subsection 2 of these Regulations, the types and subjects of teaching licenses attainable at the departments in supplementary provision 2 shall depend upon previously offered licensing.

Supplementary provision

These Regulations shall come into effect on April 1, 2011.

Supplementary provision

These Regulations shall come into effect on April 1, 2012.

Supplementary provision

These Regulations shall come into effect on June 1, 2012.

Supplementary provision

These Regulations shall come into effect on February 1, 2013.

Supplementary provision

These Regulations shall come into effect on April 1, 2013.

Supplementary provision

These Regulations shall come into effect on April 1, 2014.

Supplementary provision

These Regulations shall come into effect on December 1, 2014.

Supplementary provision

These Regulations shall come into effect on April 1, 2015

Supplementary provision

These Regulations shall come into effect on November 26, 2015

Supplementary provision

These Regulations shall come into effect on May 17, 2016

Supplementary provision

These Regulations shall come into effect on December 1, 2016

Supplementary provision

These Regulations shall come into effect on April 1, 2017

Supplementary provision

(Effective date)

1. These Regulations shall come into effect on April 1, 2018.

(Transitional measures concerning the Graduate Schools and Departments)

2. Notwithstanding the provision of revised Article 5 of these Regulations, the Graduate School of Information Science, Department of Information Science, Graduate School of Biological Sciences, Department of Biological Sciences, Graduate School of Materials Science, and the Department of Materials Science shall be maintained until the students enrolled in these departments as of March 31, 2018 (Current Students) are no longer enrolled.

(Enrollment capacity for 2018, 2019 school year)

3. Notwithstanding the provision of Article 21, the enrollment capacity for the 2018 and 2019 school years shall be as shown in the following table.

Fiscal Year	Graduate school	Department	Admission capacity		Enrollment capacity
			Master's Course	Doctoral Course	
2018	Science and Technology	Science and Technology	350	107	457
	Information Science	Information Science			215
	Biological Sciences	Biological Sciences			199
	Materials Science	Materials Science			150
2019	Science and Technology	Science and Technology	350	107	914
	Information Science	Information Science			40
	Biological Sciences	Biological Sciences			37
	Materials Science	Materials Science			30

(Transitional measures concerning Current Students)

4. The education of Current Students in the continuing Graduate Schools of subsection 2 of this Article, notwithstanding the provisions of these revised regulations, shall depend upon the previous regulations.

Schedule (supplementary to Article 21)

Graduate school	Department	Admission capacity		Enrollment capacity
		Master's Course	Doctoral Course	
Science and Technology	Science and Technology	350	107	1,021