

○Kyushu Institute of Technology Regulations

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Chapter 1. University

Section 1. Purpose

(Purpose of the University)

Article 1. The purpose of Kyushu Institute of Technology (hereinafter “Kyutech”) is to teach and research specialized arts and sciences related to engineering, and to contribute to the improvement of culture and the development of society by “instilling a deep knowledge of science and engineering in high caliber students,” the motto of the university since its foundation— in other words, by fostering personnel who are competent and well versed in science and technology, and cultivating within them an education that is both deep and broad, a well-rounded and versatile ability to make good judgments, and a rich sense of humanity.

Section 2. Organization

(Schools and Departments)

Article 2. Kyutech is comprised of the following schools.

(1) School of Engineering

In engineering fields based on “monozukuri (creative engineering),” we aim to educate specialized engineers able to play an active role in global society, who are instilled with a rich education, engineering ethics, and communication skills, and who possess the basic engineering skills and specialized technological skills to keep pace with advances in science and technology.

(2) School of Computer Science and Systems Engineering

In information-based science and technology fields, we aim to educate specialized engineers able to promote advanced technological development, who are capable of leading an information-oriented society by acquiring advanced expertise, and who possess internationally applicable capabilities as well as the basic engineering skills to keep pace with advances in science and technology.

2. The schools are comprised of the following departments.

School	Department
School of Engineering	Department of Civil Engineering and Architecture
	Department of Mechanical and Control Engineering
	Department of Space Systems Engineering
	Department of Electrical and Electronic Engineering
	Department of Applied Chemistry
	Department of Materials Science and Engineering
School of Computer Science and Systems Engineering	Department of Artificial Intelligence
	Department of Computer Science and Networks
	Department of Intelligent and Control Systems
	Department of Physics and Information Technology
	Department of Bioscience and Bioinformatics

3. The purposes of each department shall be stipulated separately.
4. Schools may establish endowed courses.
5. Matters relating to endowed courses shall be stipulated separately.

Article 3. Deleted

Section 3. Student capacity

(Student capacity)

Article 4. The student capacity of each school shall be as follows.

School	Department	Admission Capacity	3rd-Year Transfer Admission Capacity	Admission Capacity
School of Engineering	Department of Civil Engineering and Architecture	80	1	322
	Department of Mechanical and Control Engineering	136	7	558
	Department of Space	55	2	224

	Systems Engineering			
	Department of Electrical and Electronic Engineering	126	8	520
	Department of Applied Chemistry	74	1	298
	Department of Materials Science and Engineering	60	1	242
	Subtotal	531	20	2,164
School of Computer Science and Systems Engineering	Department of Artificial Intelligence	93	7	386
	Department of Computer Science and Networks	93	9	390
	Department of Intelligent and Control Systems	94	9	394
	Department of Physics and Information Technology	65	5	270
	Department of Bioscience and Bioinformatics	65	5	270
	Subtotal	410	35	1,710
Total		941	55	3,874

Section 4. Academic year, semesters, and holidays

(Academic year)

Article 5. The academic year shall begin on April 1 and end on March 31 the following year.

(Semesters)

Article 6. The academic year shall be divided into the following two semesters.

First semester: April 1 to September 30

Second semester: October 1 to March 31 of the following year

2. The provisions of the preceding paragraph notwithstanding, the president may make changes depending on school circumstances.

(Holidays)

Article 7. Holidays shall be as follows.

(1) Saturday and Sunday

(2) Holidays as stipulated in the Act on National Holidays (Act No. 178 of 1948)

(3) The anniversary of the opening of the university: May 28

(4) Spring holidays

(5) Summer holidays

(6) Winter holidays

(7) Special holidays

2. Spring, summer, and winter holidays shall be determined on a year-by-year basis.
3. Special holidays shall be determined on a case-by-case basis.
4. Classes, etc. may be held even on holidays.

Section 5. Term of study, period of enrollment, curricula, course registration
method, etc.

(Term of study and period of enrollment)

Article 8. The term of study shall be a period of four years.

2. The period of enrollment may not exceed eight years.
3. The provisions of the preceding paragraph notwithstanding, transfer students may not be enrolled in the university for more than twice the number of originally scheduled years of enrollment, determined on an individual basis.
4. The period of enrollment of a student who has re-enrolled pursuant to the provisions of Article 22 may not exceed the period specified in Paragraph 2, including the period of enrollment prior to withdrawal or expulsion.
5. When a student who has earned a certain number of credits enrolls in Kyutech as a non-degree seeking student as set forth in Article 35, if the student concerned is deemed to have already completed a portion of the curriculum due to the previously earned credits, a period of time corresponding to the number of credits may be counted toward completion of the term of study, up to a maximum of half of the term of study.

(Curricula, class methods, etc.)

Article 9. Curricula shall be organized to offer the class subjects necessary to achieve the educational objectives of the schools and departments.

2. When organizing curricula, appropriate consideration shall be given to teaching specialized arts and sciences related to the departments, etc. within the schools and graduate schools in order to cultivate an education that is both deep and broad, a well-rounded and versatile ability to make good judgments, and a rich sense of humanity.
3. Classes shall be conducted through lectures, seminars, laboratory work, practical training, or skills practice, or by a combination of these.
4. The classes set forth in the preceding paragraph may be taken in locations other than the classrooms, etc. where they are conducted by making advanced use of a diverse range of media, as specified separately by the Minister of Education, Culture, Sports, Science and Technology.
5. No more than 60 of the credits required for graduation may be earned through the class methods set forth in the preceding paragraph.
6. The provisions of the preceding paragraph notwithstanding, when more than 124 credits

are required for graduation, more than 60 of these credits may be earned through the class methods set forth in Paragraph 4 if 64 or more credits have been earned through the class methods described in Paragraph 3.

7. Matters relating to curricula, class subjects, course registration criteria, and course registration method shall be specified separately.

(Credits)

Article 10. The method of calculating credits for class subjects shall be based on the following criteria, with the standard being that each credit awarded for a class subject shall consist of content that requires 45 hours of study.

- (1) One credit shall be awarded for lectures and seminars of 15 to 30 hours in length, with class lengths to be determined separately.
 - (2) One credit shall be awarded for laboratory work, practical training and skills practice of 30 to 45 hours in length, with class lengths to be determined separately.
 - (3) When calculating the number of credits for a class subject that is taught using a combination of two or more methods from among lectures, seminars, laboratory work, or practical training, one credit shall be awarded based on the specific combination, taking into consideration the criteria set forth in the preceding two items, with class lengths to be determined separately.
2. The provisions of the preceding two paragraphs notwithstanding, in regard to dissertations and class subjects on graduation research, etc., if deemed appropriate to award credits in recognition of the results of these studies, the president shall determine the number of credits in consideration of the amount of study required, etc. after deliberation by the Faculty Council of the school concerned.

(Conferment of credits)

Article 11. Students who have completed a class subject and passed the examination shall be awarded the designated credits. In addition, credits may be conferred for class subjects set forth in Paragraph 2 of the preceding article in recognition of the results of study.

2. The president shall confer the credits described in the preceding article after deliberation by the Faculty Council of the school concerned.
3. Criteria for passing class subjects and for assessing performance shall be specified separately.

(Taking class subjects in another school)

Article 12. When deemed educationally beneficial, students may take class subjects in another school.

2. In addition to the provisions of the preceding paragraph, necessary matters relating to

taking class subjects in another school shall be specified separately.

(Taking class subjects at another university or junior college)

Article 13. When deemed educationally beneficial, students may take class subjects at another university or junior college based on negotiations with the university or junior college concerned.

2. The president may deem credits earned through class subjects taken pursuant to the preceding paragraph as having been earned through class subjects at Kyutech after deliberation by the Faculty Council of the school concerned.
3. The provisions of the preceding two paragraphs shall correspondingly apply in the case of studying at an overseas university or junior college.

(Study conducted at educational facilities, etc. other than universities)

Article 13-2. When deemed educationally beneficial, the president may deem study conducted by a student at a junior college or in a non-degree course at a technical college, or study specified by the Minister of Education, Culture, Sports, Science and Technology, as equivalent to having taken a class subject at Kyutech and confer credits after deliberation by the Faculty Council of the school concerned.

(Approval of credits, etc. earned prior to admission)

Article 14. When deemed educationally beneficial, the president may deem credits earned by a student through class subjects taken at a university or junior college prior to enrolling in Kyutech (including credits earned as a non-degree seeking student at a university) as having been earned through class subjects at Kyutech after deliberation by the Faculty Council of the school concerned.

2. When deemed educationally beneficial, the president may deem study pursuant to the preceding article conducted by a student prior to enrolling in Kyutech as equivalent to having taken a class subject at Kyutech and confer credits after deliberation by the Faculty Council of the school concerned.

(Approval of credits from other universities, etc.)

Article 15. No more than a total of 60 credits may be conferred or deemed to have been earned pursuant to the provisions of Article 13 and Article 14 (except in the case of enrollment via transfer.)

Section 6. Admissions, withdrawals, leaves of absence, etc.

(Time of enrollment)

Article 16. Enrollment shall take place at the beginning of the academic year.

(Admission qualifications)

Article 17. Applicants who fall under any of the following may enroll in Kyutech.

- (1) Those who have graduated from high school or secondary school
- (2) Those who have completed 12 years of school education in the regular curriculum or those who have completed the equivalent
- (3) Those who have completed 12 years of school education in a foreign country or those who have been designated by the Minister of Education, Culture, Sports, Science and Technology as being the equivalent
- (4) Those who have completed a course at an overseas educational institution accredited by the Minister of Education, Culture, Sports, Science and Technology as having a curriculum equivalent to a high school
- (5) Those who have completed an advanced course at a special vocational school (limited to courses that satisfy criteria specified by the Minister of Education, Culture, Sports, Science and Technology, such as having a term of study of at least 3 years) designated separately by the Minister of Education, Culture, Sports, Science and Technology on or after a date specified by the Minister of Education, Culture, Sports, Science and Technology
- (6) Those recognized by the Minister of Education, Culture, Sports, Science and Technology as possessing academic abilities equivalent or superior to those of a high school graduate
- (7) Those who have passed a high school equivalency examination conducted by the Minister of Education, Culture, Sports, Science and Technology (including those who have passed the University Entrance Qualification Examination)
- (8) Those who have enrolled in university pursuant to the provisions of Paragraph 2, Article 90 of the School Education Act (Act No. 26 of 1947; hereinafter "the Act"), and who have been recognized by Kyutech as possessing the academic ability to receive a university education
- (9) Those who are at least 18 years of age and who have been recognized by Kyutech as possessing academic abilities equivalent or superior to those of a high school graduate through individual screening of enrollment qualifications
(Selection of successful applicants)

Article 18. Applicants shall be selected as specified separately.

(Permission for admission)

Article 19. Applicants selected pursuant to the preceding article who have completed the designated procedures shall be granted permission to enroll.

2. Applicants selected pursuant to the preceding article who have special circumstances, and who have submitted an application as set forth in Paragraph 1 of Article 86 shall be granted permission to enroll.

(Oath of entrance)

Article 20. Applicants permitted to enroll must take the oath of entrance.

(Transfer admission when not currently enrolled)

Article 21. Applicants not currently enrolled in a university, etc. who fall under any of the following and who wish to transfer to Kyutech may be permitted to transfer into the appropriate year of study following a screening process.

- (1) Those who have graduated from a technical college or junior college
 - (2) Those who have completed a non-degree course at a high school, as prescribed in Article 58-2 of the Act
 - (3) Those who have graduate from a university, or who have been awarded a bachelor's degree pursuant to the provisions of Paragraph 7, Article 104 of the Act
 - (4) Those who have completed an advanced course at a special vocational school, as prescribed in Article 132 of the Act
 - (5) Those who have been enrolled for two or more years at another university and have earned the designated credits
 - (6) Those who have completed a course equivalent to any of the preceding five items in a country other than Japan
 - (7) Those recognized in accordance with laws and regulations as being as able to enroll in the middle of a university academic year
2. After deliberation by the Faculty Council of the school concerned, the president shall determine how to handle class subjects already completed and the number of credits earned by an applicant permitted to transfer pursuant to the provisions of the preceding paragraph.

(Re-enrollment)

Article 22. If a former student who falls under any of the following applies for re-enrollment into the same department (including departments that have undergone name changes) within three years, the president may permit re-enrollment into the appropriate year of study after deliberation by the Faculty Council of the school concerned, provided that such re-enrollment does not interfere with education.

- (1) Those who withdrew pursuant to Article 25
 - (2) Those who were expelled in accordance with the provisions of Item 1 or Item 5 of Article 29
2. After deliberation by the Faculty Council of the school concerned, the president shall determine how to handle class subjects already completed and the number of credits earned by an applicant permitted to re-enroll pursuant to the provisions of the preceding paragraph.

(Transfer admission when currently enrolled)

Article 23. If a student currently enrolled in another university (including universities in countries other than Japan) applies for transfer to Kyutech with the approval of the university concerned, the student may be permitted to transfer into the appropriate year of study following a screening process.

2. After deliberation by the Faculty Council of the school concerned, the president shall determine how to handle class subjects already completed and the number of credits earned by an applicant permitted to transfer pursuant to the provisions of the preceding paragraph.

(Transfer to another school or department)

Article 24. When a student requests to transfer to another school or department, the president may permit the transfer after deliberation by the Faculty Council of the schools concerned.

2. After deliberation by the Faculty Council of the school concerned, the president shall determine how to handle class subjects already completed and the number of credits earned by an applicant permitted to transfer pursuant to the provisions of the preceding paragraph.

(Withdrawal or transfer by request)

Article 25. Students wishing to withdraw or transfer must request approval.

(Studying abroad)

Article 26. Students wishing to study at a university or junior college in a country other than Japan must apply to the president via the dean for permission.

2. The period of studying abroad provided for in the preceding paragraph may be counted toward the required term of study as set forth in Article 8.

(Leaves of absence and reinstatement)

Article 27. When a student is unable to study for a period of two months or longer due to illness or other unavoidable reasons, and wishes to take a leave of absence, the student must apply to the president via the dean for permission.

2. When the period of the leave of absence has expired or when the reason for the leave of absence no longer exists, and the student wishes to return to school, the student must apply to the president via the dean for permission.
3. Students for whom it is deemed inappropriate to study due to illness may be ordered to take a leave of absence.

(Periods of leaves of absence and the handling thereof)

Article 28. Leaves of absence may not exceed two years in succession or three years in total.

2. The provisions of the preceding paragraph notwithstanding, periods of leaves of

absence for re-enrolled students shall be stipulated separately.

3. The period of a leave of absence shall not be included in the period of enrollment.

(Expulsion)

Article 29. Students who fall under any of the following shall be expelled.

- (1) Those who fail to pay tuition even after being called on to do so
 - (2) Those who will be unable to graduate even after completing the period of enrollment set forth in Paragraphs 2 and 3 of Article 8
 - (3) Those who will not be able to return even after the period of a leave of absence, as set forth in Paragraph 1 of Article 28
 - (4) Those deemed to lack prospects for academic achievement
 - (5) Those specified in Paragraph 2 of Article 19 who have not paid the entrance fee by the designated deadline
 - (6) Those who have died
2. Those who fall under Items 2 to 4 and Item 6 of the preceding paragraph shall be expelled following a report from the dean of the school concerned.

Section 7. Graduation and degrees

(Graduation requirements)

Article 30. Graduation requirements, other than that of being enrolled for the minimum required term of study specified in Article 8, shall be stipulated separately.

(Requirements for early graduation)

Article 30-2. The provisions of the preceding article notwithstanding, if a student has earned the credits specified by Kyutech with excellent grades, the minimum required term of study of the student concerned shall be shortened to three years.

2. In addition to the provisions of the preceding paragraph, necessary matters relating to early graduation shall be specified separately.

(Conferment of degrees)

Article 31. Students who meet Kyutech's graduation requirements shall be awarded a bachelor's degree in recognition of their graduation.

2. Matters relating to the conferral of degrees shall be stipulated separately.

(Educational personnel certification, etc.)

Article 32. Matters relating to acquisition of educational personnel certification and other qualifications shall be stipulated separately.

Section 8. Research students, auditing students, non-degree seeking students, special auditing students, short-term visiting students, and international

students

(Research students)

Article 33. Applicants wishing to research a specific specialized matter at Kyutech shall be permitted to enroll as a research student following a screening process.

2. Matters relating to research students shall be stipulated separately.

(Auditing students)

Article 34. Applicants wishing to audit a specific class subject at Kyutech shall be permitted to enroll as an auditing student following a screening process.

2. Matters relating to auditing students shall be stipulated separately.

(Non-degree seeking students)

Article 35. Applicants wishing to take a specific class subject at Kyutech shall be permitted to enroll as a non-degree seeking student following a screening process.

2. Matters relating to non-degree seeking students shall be stipulated separately.

(Special auditing students)

Article 36. Students enrolled at another university or technical college (including all equivalent schools both inside and outside of Japan; hereinafter “universities, etc.”) wishing to audit a specific class subject at Kyutech shall be accepted as a special auditing student based on negotiations with the universities, etc. concerned.

2. Matters relating to special auditing students shall be stipulated separately.

(Short-term visiting students)

Article 36-2. Students enrolled at another university in Japan or at an overseas university who wish to receive short-term educational and research guidance at Kyutech shall be accepted as a short-term visiting student based on negotiations with the universities, etc. concerned.

2. Matters relating to short-term visiting students shall be stipulated separately.

(International students)

Article 37. Foreign nationals who enter Japan for the purpose of receiving an education and who apply for admission to Kyutech shall be admitted as an international student following a screening process.

2. Matters relating to international students shall be stipulated separately.

Chapter 2. Graduate School

Section 1. Purpose

(Purpose of the Graduate School)

Article 38. The purpose of the Graduate School is to teach and research academic theories and applications, and to cultivate in-depth knowledge and outstanding abilities for

occupations that require a high degree of specialization, thereby contributing to the development of Japanese industry and the advancement of science and technology.

Section 2. Organization

(Graduate schools)

Article 39. The graduate school is comprised of the following graduate schools.

(1) Graduate School of Engineering

We aim to educate highly-specialized engineers who will play an active role in global society in state-of-the-art science and technology fields based on “monozukuri (creative engineering).”

- ① In the Master's Program, we foster engineers who possess in-depth expertise and the ability to find, set, and solve problems based on this knowledge, as well as global communication skills based on an understanding of diverse cultures, in addition to the knowledge and abilities of the School of Engineering.
- ② In the Doctoral Program, we foster engineers who possess in-depth expertise in multiple fields in addition to the knowledge and abilities of the Master's Program, and who are capable of innovation by integrating different fields and of exercising leadership in international collaborative projects.

(2) Graduate School of Computer Science and Systems Engineering

We aim to educate computer science and systems engineers and researchers capable of contributing to the creation of a new society by discovering and solving problems in industry and society through the integration of advanced computer science and systems engineering with knowledge and technologies from a broad range of specialized fields.

- ① In the Master's Program, we foster engineers who possess the ability to use information technologies to drive society by acquiring the knowledge and skills to solve the various problems faced by industry and society and promoting collaboration between industry, academia, and society based on the needs of society, using state-of-the-art information technologies as a driving force.
- ② In the Doctoral Program, we foster engineers who possess the knowledge to comprehensively handle the most advanced topics in computer science and systems engineering in addition to the knowledge and abilities of the Master's Program, who acquire the ability to independently construct advanced, innovative information systems, and who are capable of meeting the needs of industry, academia, and society by aiding in discovering and overcoming the problems faced by industry and society as a leader guiding the progress of our information-

based society.

(3) Graduate School of Life Science and Systems Engineering

We aim to educate advanced, specialized engineers who possess an in-depth understanding and knowledge of society by conducting advanced interdisciplinary research and cross-disciplinary education and collaborating with society, and who are capable of playing practical and active roles.

- ① In the Master's Program, we foster engineers who elucidate the functions, principles, and structures of living organisms and humans in order to create engineering technologies to conserve resources, conserve energy, and harmonize with the environment, which are the needs of modern society, as well as to create intelligent robots, intelligent information systems, welfare systems, etc. to support humans and society, and who possess the ability to contribute to the creation of a new society in collaboration with others through the use of engineering skills to realize and apply these.
- ② In the Doctoral Program, we foster engineers who keep a close watch on trends in research and technology fields, and who possess the ability to achieve innovative results, in addition to the expertise acquired in the Master's Program.

2. Graduate schools are comprised of the following departments and programs.

Graduate schools	Departments	Available programs
Graduate School of Engineering	Department of Engineering	Master's Program
	Department of Engineering	Doctoral Program
Graduate School of Computer Science and Systems Engineering	Department of Creative Informatics	Master's Program
	Department of Creative Informatics	Doctoral Program
Graduate School of Life Science and Systems Engineering	Department of Biological Functions Engineering	Master's Program
	Department of Human Intelligence Systems	
	Department of Life Science and Systems Engineering	Doctoral Program

- 3. Matters relating to the purposes of each department shall be stipulated separately.
- 4. Graduate schools may establish endowed courses.
- 5. Matters relating to endowed courses shall be stipulated separately.

Article 40. Deleted

Section 3. Student capacity

(Student capacity)

Article 41. The student capacity of each department shall be as follows.

Graduate schools	Departments	Master's Program		Doctoral Program	
		Enrollment Quota	School Capacity	Enrollment Quota	School Capacity
Graduate School of Engineering	Department of Engineering	278	556	24	72
	Subtotal	278	556	24	72
Graduate School of Computer Science and Systems Engineering	Department of Creative Informatics	220	440	20	60
	Subtotal	220	440	20	60
Graduate School of Life Science and Systems Engineering	Department of Biological Functions Engineering	65	130		
	Department of Human Intelligence Systems	57	114		
	Department of Life Science and Systems Engineering			36	108
	Subtotal	122	244	36	108
Total		620	1,240	80	240

Section 4. Academic year, semesters, and holidays

(Academic year, semesters, and holidays)

Article 42. The provisions of Article 5 through Article 7 shall correspondingly apply to the academic year, semesters, and holidays of graduate schools.

Section 5. Term of study, period of enrollment, curricula, course registration method, etc.

(Term of study and period of enrollment)

Article 43. The standard term of study in a doctoral program shall be a period of five years, divided into an initial two-year course (hereinafter "the Master's Program") followed by a three-year course (hereinafter "the Doctoral Program"). The Master's Program shall confer a master's degree.

2. The standard term of study for the Master's Course shall be a period of two years, and

the standard term of study for the Doctoral Course shall be a period of three years.

3. The provisions of the preceding paragraph notwithstanding, the standard term of study for a Master's Course may exceed two years if it is deemed necessary for education and research.
4. The provisions of Paragraph 2 notwithstanding, when primarily educating students with work experience, the standard term of study of a Master's Program may be shortened to a period of one year or longer but less than two years when necessary for education and research and when applying appropriate methods, such as conducting classes or research guidance at night and other specified times or periods in addition to during the daytime, will not hinder education.
5. The period of enrollment in a graduate school may not exceed a period of four years in the case of a Master's Program and six years in the case of a Doctoral Program.
6. The provisions of the preceding paragraph notwithstanding, the period of enrollment for students admitted pursuant to the provisions of Article 62 and Paragraphs 3 and 4 of this article and may not exceed twice the number of originally scheduled years of enrollment.
7. The period of enrollment for students permitted to take courses for longer than the standard term of study pursuant to the provisions of Article 45 may not exceed the period of enrollment specified in Paragraph 5 by more than two years in the case of a Master's Program or by more than three years in the case of a Doctoral Program.
8. The period of enrollment of a student permitted to re-enroll pursuant to the provisions of Article 61 may not exceed the period specified in Paragraph 5, including the period of enrollment prior to withdrawal or expulsion.
9. When a student who has earned a certain number of credits enrolls in Kyutech as a non-degree seeking student as set forth in Article 75, if the student concerned is deemed to have already completed a portion of the curriculum due to the previously earned credits, a period of time corresponding to the number of credits may be counted toward completion of the term of study, up to a maximum of half of the term of study.
10. When deeming that a student has already completed a portion of the curriculum of a Master's Program in a graduate school by deeming credits earned prior to enrolling in the graduate school pursuant to the provisions of Article 56 (limited to credits earned after acquiring eligibility to enroll pursuant to the provisions of Paragraph 1, Article 102 of the School Education Act) as having been earned at the graduate school, the student may be deemed to have been enrolled in the graduate school for a period of time specified by the graduate school within a scope not to exceed one year, taking into consideration of the number of credits concerned, the period of time required to the credits concerned, and other factors. However, even in such case, the student shall still be enrolled in the Master's Program concerned for a period of at least one

year.

11. The provisions of the preceding paragraph shall not correspondingly apply to the period of enrollment in a Doctoral Program as set forth in Paragraphs 1 and 2 of Article 70 (excluding the period of enrollment in a Master's Program that is included in the period of enrollment of the Doctoral Program concerned pursuant to the provisions of Paragraph 1 of Article 70).

(Policy on organization of curricula)

Article 44. In addition to offering the class subjects necessary to achieve their educational objectives, graduate schools and departments shall organize curricula systematically and formulate plans to provide guidance on the preparation of dissertations (hereinafter "research guidance").

2. When organizing curricula, in addition to enabling students to acquire advanced, specialized knowledge and abilities in their field, appropriate consideration shall be given to cultivate basic knowledge in fields related to the field concerned.

(Extended enrollment in a program)

Article 45. When a student wishes to participate in and complete a graduate school program over a certain planned period of time that exceeds the standard term of study (hereinafter "extended enrollment") due to circumstances such as having a job, etc., the graduate school may approve the request for extended enrollment.

2. The standard term of study for students permitted extended enrollment shall be the approved period of study.
3. Necessary matters relating to the handling of extended enrollment shall be stipulated separately.

(Academic supervisors)

Article 46. Graduate schools shall assign faculty members to be in charge of teaching and research guidance.

2. Necessary matters relating to the qualifications of the faculty members prescribed in the preceding paragraph shall be specified separately.

(Classes and research guidance)

Article 47. Graduate school education shall be conducted through classes on class subjects and research guidance.

(Class methods, etc.)

Article 48. In addition to correspondingly applying the provisions of Article 9, students shall be clearly informed in advance of the methods and contents of classes and research guidance, as well as the annual syllabuses of classes and research guidance.

(Credits)

Article 49. The provisions of Paragraph 1 of Article 10 shall correspondingly apply to the method of calculating credits for graduate school class subjects.

(Conferment of credits)

Article 50. Students who have completed a class subject and have received a passing grade, either by examination or research report, shall be awarded the designated credits.

2. The president shall confer the credits described in the preceding article after deliberation by the Faculty Council of the graduate school, etc. concerned.
3. Criteria for passing class subjects and for assessing performance shall be specified separately.

(Dissertations and final examinations)

Article 51. Final examinations shall focus on the dissertation and also cover related class subjects.

2. The Faculty Council of the graduate school concerned shall review dissertations and conduct final examinations.
3. When necessary in reviewing a dissertation, as prescribed in the preceding paragraph, the graduate school may obtain the cooperation of faculty members, etc. from other faculties, graduate schools, or graduate schools in other universities (hereinafter "another graduate school"), or from research institutes, etc. after deliberation by the Faculty Council of the graduate school concerned.

(Exceptions to educational methods)

Article 52. When a special educational need is recognized, education may be provided at night and other specified times or periods using appropriate methods, such as conducting classes or research guidance.

(Grade assessment criteria, etc.)

Article 53. Criteria for assessments relating to academic achievements and dissertations and criteria for approval of completion shall be stipulated by each graduate school.

(Taking class subjects in other graduate schools)

Article 54. When deemed educationally beneficial, students may take class subjects in other graduate schools.

2. In addition to the provisions of the preceding paragraph, necessary matters relating to taking class subjects in other graduate schools shall be specified separately.

(Receiving research guidance and taking class subjects at another graduate school, etc.)

Article 55. When deemed educationally beneficial, based on negotiations with the institution concerned, students may take class subjects at another graduate school, a graduate school in an overseas university (hereinafter "overseas graduate school"), or at the United Nations University (hereinafter "UNU"), which was established through a

resolution by the United Nations General Assembly on December 11, 1972, pursuant to Paragraph 2, Article 1 of the Act on Special Measures Incidental to Enforcement of the Agreement between the United Nations and Japan regarding the Headquarters of the United Nations University (Act No. 72 of 1976).

2. When deemed educationally beneficial, students may receive necessary research guidance at another graduate school or research institute, etc. However, even if approved, students in a Master's Program shall not receive such research guidance for a period longer than one year.
3. The president may deem credits earned through class subjects taken pursuant to the preceding two paragraphs to count toward completion of a Master's Program or the Doctoral Program after deliberation by the Faculty Council of the relevant graduate school, etc.

(Approval of credits earned prior to admission)

Article 56. When deemed educationally beneficial, the president may deem credits earned at Kyutech, another graduate school (including overseas graduate schools), or UNU prior to enrolling in the graduate school (including credits earned as a non-degree seeking student at a graduate school; hereinafter "previously earned credits") as having been earned through class subjects at the graduate school after deliberation by the Faculty Council of the graduate school, etc. concerned.

2. The president may deem credits earned through class subjects taken pursuant to the preceding paragraph to count toward completion of a Master's Program or the Doctoral Program after deliberation by the Faculty Council of the relevant graduate school, etc.

(Approval of credits from another graduate school, etc.)

Article 57. The number of credits that may be conferred or deemed to have been earned pursuant to the provisions of Articles 55 and 56 shall not exceed 15 credits each (except in the case of transfer enrollment) or a total of 20 credits combined.

Section 6. Admissions, withdrawals, leaves of absence, etc.

(Time of enrollment)

Article 58. The provisions of Article 16 shall correspondingly apply to the time of enrollment.

However, students may be admitted even in the middle of the academic year between semesters or in the middle of a semester.

(Admission eligibility)

Article 59. Applicants who fall under any of the following may enroll in a Master's Program.

- (1) Those who have graduated from university
- (2) Those who have been awarded a bachelor's degree pursuant to the provisions of

Paragraph 7, Article 104 of the Act

- (3) Those who have completed a 16-year school curriculum in a country other than Japan
- (4) Those who have completed a 16-year curriculum in a school in a country other than Japan by taking class subjects offered by the overseas school online from Japan
- (5) Those who have completed a course at an educational institution located in Japan that is positioned within the education system of another country as possessing a university course of the country concerned, and that has been designated separately by the Minister of Education, Culture, Sports, Science and Technology (limited to applicants considered to have completed a 16-year school curriculum in the country concerned)
- (6) Those who have been awarded a degree equivalent to a bachelor's degree through the completion of a course at an overseas university or other overseas school (limited to those for which the comprehensive status of its education and research activities, etc. have been evaluated by an entity certified by the government or a related organization of the foreign country concerned, or those designated separately by the Minister of Education, Culture, Sports, Science and Technology as equivalent thereto) with a term of study of at least three years (including completion of the course by taking class subjects offered by the overseas school online from Japan and completion by the course at an educational institution positioned within the school system of the country concerned and that has been designated in the preceding item).
- (7) Those who have completed a specialized course at a special vocational school (limited to courses that satisfy criteria specified by the Minister of Education, Culture, Sports, Science and Technology, such as having a term of study of at least 4 years) designated separately by the Minister of Education, Culture, Sports, Science and Technology on or after a date specified by the Minister of Education, Culture, Sports, Science and Technology.
- (8) Those who have been designated by the Minister of Education, Culture, Sports, Science and Technology
- (9) Those who have been enrolled for at least three years in university, who have completed a 15-year curriculum in a school in a country other than Japan, who have completed a 15-year curriculum in a school in a country other than Japan by taking class subjects offered by the overseas school online from Japan, or who have completed a course at an educational institution located in Japan that is positioned within the education system of another country as possessing a university course of

the country concerned and that has been designated separately by the Minister of Education, Culture, Sports, Science and Technology (limited to applicants considered to have completed a 15-year school curriculum in the country concerned), and who have been deemed by the graduate school as having earned the designated credits with excellent grades

(10) Those who have enrolled in graduate school pursuant to Paragraph 2, Article 102 of the Act and who have been recognized by the graduate school into which the applicant will later enroll as possessing the academic ability to receive a graduate school education

(11) Those who are at least 22 years of age and who have been recognized by the graduate school as possessing academic abilities equivalent or superior to those of a university graduate through individual screening of enrollment qualifications

2. Applicants who fall under any of the following may enroll in a Doctoral Program.

(1) Those who hold a master's degree

(2) Those who have completed a course at a professional graduate school and hold a degree specified by the Minister of Education, Culture, Sports, Science and Technology

(3) Those who have been awarded a degree equivalent to a master's degree or a professional degree (meaning a professional degree as set forth in Article 5-2 of the Degree Regulations (Ordinance of the Ministry of Education, Science and Culture No. 9 of 1953) in accordance with the provisions of Paragraph 1, Article 104 of the Act; the same shall apply hereinafter) in a country other than Japan

(4) Those who have been awarded a degree equivalent to a master's degree or a professional degree by taking class subjects in Japan that are offered online by a school in a country other than Japan

(5) Those who have been awarded a degree equivalent to a master's degree or a professional degree by completing a course at an educational institution located in Japan that is positioned within the education system of another country as possessing a graduate school course of the country concerned, and that has been designated separately by the Minister of Education, Culture, Sports, Science and Technology

(6) Those who have been awarded a degree equivalent to a master's degree by completing a course at UNU

(7) Those who have been designated by the Minister of Education, Culture, Sports, Science and Technology

(8) Those who are at least 24 years of age and who have been recognized by the

graduate school as possessing academic abilities equivalent or superior to those of a master's degree holder or professional degree holder through individual screening of enrollment qualifications

(Selection of successful applicants, permission for admission, and oath of entrance)

Article 60. The provisions of Articles 18 to 20 shall correspondingly apply to the selection of successful applicants, permission for admission, and oath of entrance.

(Re-enrollment)

Article 61. If a former student who falls under any of the following applies for re-enrollment into a major in the same field within three years, the president may permit re-enrollment after deliberation by the Faculty Council of the graduate school concerned, provided that such re-enrollment does not interfere with education.

(1) Those who withdrew pursuant to Article 64

(2) Those who were expelled in accordance with the provisions of Item 1 or Item 5 of Article 68

2. After deliberation by the Faculty Council of the graduate school, etc. concerned, the president shall determine how to handle class subjects already completed and the number of credits earned by an applicant permitted to re-enroll pursuant to the provisions of the preceding paragraph.

(Transfer admission when currently enrolled)

Article 62. If a student who falls under any of the following applies for transfer into a graduate school in the same field, the dean of the graduate school concerned or the president may permit the transfer following a screening process.

(1) Those enrolled in another graduate school

(2) Those enrolled in a course at an educational institution located in Japan that is positioned within the education system of another country as possessing a graduate school course of the country concerned, and that has been designated separately by the Minister of Education, Culture, Sports, Science and Technology (limited to applicants prescribed in Paragraph 1, Article 102 of the Act), and those enrolled in a course at UNU

2. After deliberation by the Faculty Council of the graduate school, etc. concerned, the president shall determine how to handle class subjects already completed and the number of credits earned by an applicant permitted to transfer pursuant to the provisions of the preceding paragraph.

(Transfer to other graduate schools or departments)

Article 63. When a student requests to transfer to other graduate schools or departments, the president may permit the transfer after deliberation by the Faculty Council of the

graduate schools concerned.

2. Matters relating to course registration method, etc. for those permitted to transfer, as provided for in the preceding paragraph, shall be stipulated separately.

(Withdrawal or transfer by request)

Article 64. The provisions of Article 25 shall correspondingly apply to withdrawals and transfers by request.

(Studying abroad at another graduate school, etc.)

Article 65. Students who wish to take class subjects and/or receive research guidance at another graduate school pursuant to the provisions of Article 55, as well as students who wish to study abroad at an overseas graduate school must apply to the president via the dean for permission.

2. The period of study and the period of studying abroad provided for in the preceding paragraph may be counted toward the required term of study as set forth in Article 43.

(Leaves of absence and reinstatement)

Article 66. When a student is unable to study for a period of two months or longer due to illness or other unavoidable reasons, and wishes to take a leave of absence, the student must apply to the president via the dean for permission.

2. When the period of the leave of absence has expired or when the reason for the leave of absence no longer exists, and the student wishes to return to school, the student must apply to the president via the dean for permission.
3. Students for whom it is deemed inappropriate to study due to illness may be ordered to take a leave of absence.

(Periods of leaves of absence and the handling thereof)

Article 67. Leaves of absence shall not exceed a period of one year. However, when deemed particularly necessary, leaves of absence may be extended by a maximum of one year.

2. Leaves of absence from a graduate school may not exceed a total of two years in the case of a Master's Program and three years in the case of a Doctoral Program.
3. The provisions of the preceding paragraph notwithstanding, periods of leaves of absence for re-enrolled students shall be stipulated separately.
4. The period of a leave of absence shall not be included in the period of enrollment.

(Expulsion)

Article 68. Students who fall under any of the following shall be expelled.

- (1) Those who fail to pay tuition even after being called on to do so
- (2) Those who will be unable to complete the program even after completing the period of enrollment set forth in Paragraphs 5 to 8 of Article 43
- (3) Those who will not be able to return even after the period of a leave of absence, as

set forth in Paragraph 2 of Article 67

- (4) Those deemed to lack prospects for academic achievement
 - (5) Those to whom the provisions of Paragraph 2 of Article 19 pursuant to Article 60 correspondingly apply, and who have not paid the requisite entrance fee by the designated deadline
 - (6) Those who have died
2. Those who fall under Items 2 to 4 and Item 6 of the preceding paragraph shall be expelled following a report from the dean of the graduate school concerned.

Section 7. Completion and degrees

(Master's Program completion requirements)

Article 69. To complete a Master's Program, students must be enrolled in the graduate school for a period of at least two years (or for the standard term of study if the standard term of study is specified as other than two years in length), earn the designated credits, receive the necessary research guidance, and pass the final examination and an assessment of their dissertation or their research achievements on a specified topic in line with objectives of the graduate school concerned. However, the provisions of Paragraph 2 of Article 43 notwithstanding, if a student has made excellent achievements, the minimum required term of study of the student concerned shall be shortened to one year.

(Doctoral Program completion requirements)

Article 70. To complete a Doctoral Program, students must be enrolled in the graduate school for a period of at least five years (including the two-year period of enrollment in a Master's Program for students enrolled in a Master's Program for at least two years and who completed the program concerned), earn the designated credits, receive the necessary research guidance, and pass the final examination and an assessment of their doctoral dissertation. However, in regard to the period of enrollment, if a student has made excellent achievements, the minimum required term of study in the graduate school of the student concerned shall be shortened to three years (including the two-year period of enrollment in a Master's Program for students enrolled in a Master's Program for at least two years and who completed the program concerned).

2. To complete a Doctoral Program, students who have completed a Master's Program with a standard term of study of at least one year but less than two years in length, pursuant to the provisions of Paragraph 4 of Article 43, and students who have completed a Master's Program with a period of enrollment pursuant to the proviso of the preceding article must replace the phrase "a period of at least five years (including the two-year

period of enrollment in a Master's Program for students enrolled in a Master's Program for at least two years and who completed the program concerned)" in the preceding paragraph with the phrase "a period equaling the period of enrollment in the Master's Program plus three years," and the phrase "shortened to three years (including the two-year period of enrollment in a Master's Program for students enrolled in a Master's Program for at least two years and who completed the program concerned)" with the phrase "shortened to three years (including the period of enrollment in the Master's Program)" before applying the provisions of the paragraphs concerned.

3. The provisions of the preceding two paragraphs notwithstanding, when a student deemed to possess academic abilities equal or superior to a master's degree holder or professional degree holder in regard to admission eligibility pursuant to the provisions of Article 156 of the Ordinance for Enforcement of the School Education Act (Ordinance of the Ministry of Education No. 11 of 1947) enrolls in a Doctoral Program, to complete the program, the student must be enrolled in the graduate school for a period of at least three years, receive the necessary research guidance, and pass the final examination and an assessment of their doctoral dissertation. However, in regard to the period of enrollment, if a student has made excellent achievements, the minimum required term of study of the student concerned in the graduate school shall be shortened to one year. (Conferral of degrees)

Article 71. Students who meet the Master's Program completion requirements shall be awarded a master's degree.

2. Students who meet the Doctoral Program completion requirements shall be awarded a doctoral degree.
3. Matters relating to the conferral of degrees shall be stipulated separately.

(Educational personnel certification, etc.)

Article 72. Matters relating to acquisition of educational personnel certification and other qualifications shall be stipulated separately.

Section 8. Research students, auditing students, non-degree seeking students,
special auditing students, short-term visiting students, and international
students

(Research students)

Article 73. Applicants wishing to pursue specialized research in a specific academic field in a graduate school shall be permitted to enroll as a research student following a screening process.

2. Matters relating to research students shall be stipulated separately.

(Auditing students)

Article 74. Applicants wishing to audit a specific class subject in a graduate school shall be permitted to enroll as an auditing student following a screening process.

2. Matters relating to auditing students shall be stipulated separately.

(Non-degree seeking students)

Article 75. Applicants wishing to take a specific class subject at a graduate school shall be permitted to enroll as a non-degree seeking student following a screening process.

2. Matters relating to non-degree seeking students shall be stipulated separately.

(Special auditing students)

Article 76. Students enrolled at another graduate school in Japan or at an overseas graduate school who wish to audit a specific class subject in a graduate school shall be accepted as special auditing students based on negotiations with the graduate schools, etc. concerned.

2. Matters relating to special auditing students shall be stipulated separately.

(Special research students)

Article 77. Students enrolled at another graduate school in Japan or at an overseas graduate school who wish to receive research guidance in a graduate school shall be accepted as a special research student based on negotiations with the graduate schools, etc. concerned.

2. Matters relating to special research students shall be stipulated separately.

(Short-term visiting students)

Article 77-2. Students enrolled at another graduate school in Japan or at an overseas graduate school who wish to receive short-term educational and research guidance at Kyutech shall be accepted as a short-term visiting student based on negotiations with the graduate schools, etc. concerned.

2. Matters relating to short-term visiting students shall be stipulated separately.

(International students)

Article 78. The provisions of Article 37 shall correspondingly apply to international students.

Chapter 3. Tuition, entrance fees, and examination fees

(Amount of examination fees, etc.)

Article 79. Examination fee, entrance fee, and tuition amounts shall equal the standard amounts set forth in the Ordinance on Tuition and Other Costs of National Universities, etc. (Ordinance of the Ministry of Education, Culture, Sports, Science and Technology No. 16 of 2004; hereinafter “the Ordinance on Costs”).

2. Examination fee, entrance fee, and tuition amounts for research students, auditing students, non-degree seeking students, special auditing students, and special research students shall be determined separately.
3. Necessary matters relating to the handling of tuition for students permitted extended enrollment pursuant to the provisions of Article 45 shall be stipulated separately.
(Payment of tuition)

Article 80. Tuition shall be billed twice annually with one-half of the annual amount to be paid in each of the following semesters.

(Attachment 06)

2. The provisions of the preceding paragraph notwithstanding, if a student requests, he or she may pay tuition for the second semester together with the tuition for the first semester.
3. The provisions of Paragraph 1 notwithstanding, if a student permitted to enroll requests, he or she may pay either the first semester tuition or both the first and second semester tuition for the academic year of enrollment at the time of receiving permission for admission.
(Tuition upon reinstatement, etc.)

Article 81. Tuition for students who returned or enrolled in the middle of either the first or second semester shall be billed in the month that the student returned or enrolled, and the amount shall cover the period from the month of return or enrollment to the end of the semester concerned. However, if the second semester begins prior to October 1, pursuant to the provisions of Paragraph 2 of Article 6, the student shall be exempt from paying for the month in which the student returned or enrolled when returning or enrolling on the first day of the second semester concerned.

(Tuition when graduating in the middle of the academic year)

Article 82. Students expected to graduate in the middle of the academic year shall be required to pay tuition in an amount that includes up to the month they are expected to graduate.

(Tuition in the case of withdrawal, expulsion or suspension)

Article 83. Students who withdraw or are expelled in the middle of either the first or second semester shall be required to pay tuition for the semester concerned.

2. Students shall be required to pay tuition for periods of suspension.

(Tuition when taking a leave of absence)

Article 84. If a student is permitted or ordered to take a leave of absence prior to the tuition payment period set forth in Paragraph 1 of Article 80 (hereinafter "the payment period"), the student shall be exempt from paying for the period from the month following the month in which the student begins the leave of absence (or the month the student begins

the leave of absence if the leave of absence begins on the first day of the month) to the month prior to the month in which the student returns.

2. If a student is permitted or ordered to take a leave of absence during the payment period, the student shall be exempt from paying for the period from the month following the month in which the student begins the leave of absence (or the month the student begins the leave of absence if the leave of absence begins on the first day of the month) to the month prior to the month in which the student returns.
3. If the day that the leave of absence is permitted or ordered falls after the payment period of the semester concerned, the student must pay the entire tuition for the semester concerned.

(Received examination fees, etc.)

Article 85. Examination fees, entrance fees, and tuition that have already been received shall not be returned except in the following cases.

- (1) When, after applying to take the Kyutech entrance examination, the student is found to be ineligible to apply due to failing to take examinations on all of the required subjects offered by the National Center for University Entrance Examinations - Standard amount for the second stage of selection pursuant to Article 4 of the Ordinance on Costs
- (2) When a student who has paid tuition pursuant to Paragraph 2 of Article 80 takes a leave of absence or withdraws from school, or is expelled or ordered to withdraw from school during the first semester - Second semester tuition
- (3) When a student who has paid tuition pursuant to Paragraph 3 of Article 80 declines enrollment by March 31 of the previous year of enrollment - First semester tuition or both first and second semester tuition
- (4) Or when the president deems it appropriate to return the amount due to special circumstances - Entrance fee and tuition

(Entrance fee and tuition waivers or deferment of collection)

Article 86. The following shall apply if payment of the entrance fee is deemed difficult due to financial reasons.

- (1) Undergraduate students may be exempted from paying entrance fees, either wholly or in part.
 - (2) Graduate students may be exempted from paying entrance fees, either wholly or in part, or the collection of entrance fees may be deferred.
2. Students may be exempted from paying tuition, either wholly or in part, if payment is deemed difficult due to financial reasons and the student concerned is recognized as

having an excellent academic record, or is recognized as having other unavoidable reasons.

3. Necessary matters relating to the handling of the preceding two paragraphs shall be stipulated separately.

Chapter 4. Commendations and Reprimands

(Commendations)

Article 87. Commendations shall be given to students who achieve excellent academic grades or who have demonstrated exemplary behavior.

2. Necessary matters relating to commendations shall be stipulated separately.

(Reprimands)

Article 88. The president shall reprimand students falling under any of the following after deliberation by the Faculty Council of the school or graduate school concerned.

(1) Those who violate the Kyutech Regulations

(2) Those who disturb the order on campus or otherwise violate his or her duties as a student

(3) Those who have engaged in delinquent behavior and are deemed to lack prospects for improvement

2. Reprimands shall be in the form of expulsion, suspension, and admonition.
3. Necessary matters relating to reprimands shall be stipulated separately.

Chapter 5. Dormitories, the International House, and welfare facilities

(Dormitories, the International House, and welfare facilities)

Article 89. Kyutech shall establish dormitories, the International House, and welfare facilities.

2. Necessary matters relating to the administration, etc. of dormitories, the International House, and welfare facilities shall be stipulated separately.

Chapter 6. Special courses

(Special courses)

Article 90. Special courses for participants other than Kyutech students may be organized, and those who complete such a course may be issued a certificate of completion.

2. Necessary matters relating to special courses shall be stipulated separately.

Chapter 7. Public lectures

(Public lectures)

Article 91. Kyutech may offer public lectures aimed at enhancing the educations of working

adults, etc. and contributing to the improvement of culture.

2. Necessary matters relating to public lectures shall be stipulated separately.

Chapter 8. Miscellaneous Provisions

(Other)

Article 92. Any necessary matters not covered by these Regulations shall be stipulated separately.

Supplementary Provisions

1. These Regulations shall come into effect from April 1, 2022.
2. The revised provisions of Article 39 and Article 41 notwithstanding, the following departments shall continue to exist until the day that no students are enrolled in the department concerned, and from 2022 to the following academic year, admission capacity shall be as described in Items 1 and 2: The Department of Advanced Informatics, Department of Interdisciplinary Informatics, and Department of Creative Informatics (former departments), classified as Master's Programs in the Graduate School of Computer Science and Systems Engineering, as well as the Department of Computer Science and Systems Engineering, classified as a Doctoral Program in the Graduate School of Computer Science and Systems Engineering.

(1) Master's Program

Graduate school	Departments	School Capacity
		2022
Graduate School of Engineering	Department of Engineering	556
	Subtotal	556
Graduate School of Computer Science and Systems Engineering	Department of Creative Informatics (Former departments)	220
	Department of Advanced Informatics	60
	Department of Interdisciplinary Informatics	90
	Department of Creative Informatics	45
	Subtotal	415
Graduate School of Life Science and Systems Engineering	Department of Biological Functions Engineering	130
	Department of Human Intelligence Systems	114
	Subtotal	244
Total		1,215

(2) Doctoral Program

Graduate school	Departments	School Capacity	
		2022	The year following 2022
Graduate School of Engineering	Department of Engineering	72	72
	Subtotal	72	72
Graduate School of Computer Science and Systems Engineering	Department of Computer Science and Systems Engineering	28	14
	Department of Creative Informatics	20	40
	Subtotal	48	54
Graduate School of Life Science and Systems Engineering	Department of Life Science and Systems Engineering	108	108
	Subtotal	108	108
Total		228	234