

# Graduate School Regulations of International Christian University

## Chapter I: General Provisions

(Authority)

### Article 1

International Christian University Graduate School (hereinafter the “Graduate School”) sets forth these Graduate School Regulations in accordance with Article 3, Paragraph 2, of the University Regulations.

(Aim)

### Article 2

1. The aim of the Graduate School is to contribute to the advancement of culture, in accordance with the goals and mission of International Christian University, through theoretical and practical academic instruction and research that builds on the foundation of general and specialized education laid during the course of undergraduate studies, in order to probe more deeply into specific disciplines or develop the superior knowledge and skills needed to pursue meaningful careers in professions demanding a high degree of expertise.
2. To advance the aim of the preceding paragraph, the Graduate School shall examine and evaluate its education, research, and other activities in accordance with Article 1-2 of the University Regulations.

(Programs and Period of Enrollment)

### Article 3

1. The Graduate School shall offer a Doctor of Philosophy Program and a Master of Arts Program.
2. The standard period of enrollment for the Doctor of Philosophy Program shall be five years, divided between a two-year Master's course and a three-year Doctoral course.
3. The two-year Master's course of the Doctor of Philosophy Program referred to in the preceding paragraph shall be called the Master's Course (*hakushi zenki katei*) and shall be treated as a Master of Arts Program (*shushi katei*). The three-year Doctoral course shall be called the Doctoral Course (*hakushi koki katei*).
4. The standard period of enrollment for the Master of Arts Program shall be two years.
5. The maximum period of enrollment for students at the Graduate School shall be a period equal to twice the standard period of enrollment for their respective degree programs.
6. The purpose of the Master of Arts Program shall be to impart deep and extensive knowledge grounded in a wide-ranging perspective and to develop the ability to carry out research in a specialized field of study, and/or the superior competencies needed for meaningful careers in professions demanding a high level of expertise.

7. The purpose of the Doctor of Philosophy Program shall be to cultivate the advanced research skills needed to pursue a career either in research as a self-reliant researcher in a chosen field of study or in some other advanced profession requiring a particularly high level of expertise, while providing the requisite foundation of in-depth knowledge.

(Names of Divisions and School)

Article 4

The Graduate School shall comprise the following divisions and school.

- (1) Division of Comparative Culture
- (2) Graduate School of Arts and Sciences

(Educational and Research Objectives of Academic Programs)

Article 4-2

To advance the aim of Article 2, the Graduate School's academic programs shall define their educational and research objectives as follows.

- (1) Education and Psychology Program, Master's Course

This program explores, in education-related disciplines, the educational conditions that nurture cooperative coexistence among creative and peace-loving peoples and trains its students to play a leading role in achieving these conditions in Japan and throughout the world.

- (2) Public Policy and Social Research Program, Master's Course

This program conducts advanced research in public policy and related social science disciplines, along with interdisciplinary studies encompassing a wide range of relevant subject areas, while preparing students to play key administrative roles in Japan or in international and other organizations by developing the keen analytical and planning skills needed to resolve issues flexibly and creatively.

- (3) Comparative Culture Program, Master's Course

While conducting intensive, problem-based comparative research into a wide spectrum of cultural phenomena, this program equips students with advanced training in the humanities wedded to the spirit of liberal arts, preparing them to play a role as responsible and far-sighted leaders in their chosen profession.

- (4) Natural Sciences Program, Master's Course

This program carries out specialized training and research in a variety of disciplines relating to the natural sciences, equipping students with the ability to understand their specialized fields in the broader context of science and to play a leading role by grasping the role of science in society.

(5) Arts and Sciences Program, Doctoral Course

This program equips students with the research skills they will need to conduct independent research or pursue other work demanding advanced expertise, while establishing a deep and broad base of academic knowledge and understanding in their chosen field of study.

(Names of Academic Programs)

Article 5

The Graduate School shall offer the following academic programs.

School and course	Programs
Graduate School of Arts and Sciences Master's Course	Education and Psychology Public Policy and Social Research Comparative Culture Natural Sciences

School and course	Program
Graduate School of Arts and Sciences Doctoral Course	Arts and Sciences

(Faculty)

Article 6

The teaching faculty of the Graduate School shall consist in principle of professors (*kyoju*) and associate professors (*junkyoju*) of the University. However, instructors (*koshi*) or assistant professors (*jokyo*) with qualifications comparable to those of professors and associate professors may teach in the place of professors and associate professors, provided that education and research are not adversely affected as a result.

**Chapter II: Student Enrollment Capacity, Instructional Methods, Etc.**

(Student Enrollment Capacity)

Article 7

Student enrollment capacity for the Graduate School shall be as follows.

School	Master's Course			Doctoral Course		
	program	Admission capacity	Total program capacity	Program	Admission capacity	Total program capacity
Graduate School of Arts and Sciences	Education and Psychology	28	56	Arts and Sciences	20	60
	Public Policy and Social Research	30	60			
	Comparative Culture	17	34			
	Natural Sciences	9	18			

(Instruction and Research Guidance)

Article 8

1. Education at the Graduate School shall be provided through instruction and guidance in the preparation of degree theses, etc. (hereinafter “research guidance”).
2. The Graduate School shall offer the courses of instruction required for each program’s educational purposes. Credits, days of instruction, and other matters pertaining to Graduate School courses shall be as provided for in Chapter VI.
3. Each student shall be assigned a member of the faculty to provide research guidance until the student completes the program.
4. In situations where it is deemed educationally beneficial, the Graduate School may grant a student permission to take necessary courses at another graduate school or to receive research Guidance at another graduate school, research institutes, and other organizations. However, for students in the Master’s Course, the period of research Guidance at an outside institution shall not exceed one year. Student exchange with other graduate schools shall be as provided for in Chapter XI.

**Chapter III: Administrative Organization**

(Dean, Assistant Dean, Chair, and Program Directors)

Article 9

1. A Dean of the Graduate School shall be appointed from the Graduate School faculty. The Dean of the Graduate School shall assist the Vice President for Academic Affairs by coordinating the academic affairs of the Graduate School.
2. An Assistant Dean of the Graduate School may be appointed. The Assistant Dean shall be appointed from the Graduate School faculty and shall assist the Dean of the Graduate School.

Article 10

1. A Chair of the School shall be appointed from the Graduate School faculty. The Chair of the School shall assist the Dean of the Graduate School by coordinating the academic affairs of the School. The Dean of the Graduate School may serve concurrently in the position of Chair.
2. For each program, a Program Director shall be appointed from the faculty of the program. The Program Directors shall assist the Chair of the School in coordinating the academic affairs of their respective programs.

(Graduate School Council, Program Committees, and Doctoral Committee)

Article 11

1. The Graduate School shall have a Graduate School Council, Graduate School Program Committees, and a Graduate School Doctoral Committee.
2. The Graduate School Council shall be composed of the Dean of the Graduate School, the Assistant Dean of the Graduate School, the Chair of the School, the Program Directors, and designated members of the Graduate School faculty. The Graduate Council shall be convened

and chaired by the Dean of the Graduate School. The President and the Vice President for Academic Affairs may attend ex officio the Graduate School Council.

3. The Graduate School Program Committees shall be composed of the faculty of respective programs in the Master's Course. Each Program Committee shall be convened and chaired by the Program Director.
4. The Graduate School Doctoral Committee shall be composed of the faculty of the Doctoral Course. The Doctoral Committee shall be convened and chaired by the Program Director of the Doctoral Course.
5. Rules and policies governing the deliberative bodies of Paragraph 1, including the definition of a quorum and the conduct of proceedings, shall be established separately.

(Matters for Deliberation by the Graduate School Council)

#### Article 12

The Graduate School Council shall deliberate and decide the following matters pertaining to education and research when the President makes decisions.

- (1) Enactment and revision of the Graduate School Regulations, Provisions for Degrees (*Gakui kitei*), and other school statutes
- (2) Screening of candidates for faculty positions at the Graduate School
- (3) Conferral of degrees
- (4) Approval of degree candidacy
- (5) Courses of instruction and research guidance
- (6) Student affairs, including admissions, change of program, study abroad (*ryugaku*), leave of absence, withdrawal, readmission, and dismissal.
- (7) Student commendations and disciplinary actions
- (8) Conduct and procedure of the Graduate School Council
- (9) Other issues concerning the Graduate School

(Matters for Deliberation and Examination by the Graduate School Program Committees and the Graduate School Doctoral Committee)

#### Article 13

1. The Graduate School Program Committees shall deliberate the matters listed in the following items in terms of the Master's Course, and the Graduate School Doctoral Committee shall deliberate the matters listed in the following items in terms of the Doctoral Course.
  - (1) Courses of instruction and research guidance in the program
  - (2) Selection of Program Director and Graduate School Council members

- (3) Conduct and procedure of the Committee
- (4) Other issues concerning the program
2. The Graduate School Program Committees shall examine the matters listed in the following items in terms of the Master's Course, and the Graduate School Doctoral Committee shall examine the matters listed in the following items in terms of the Doctoral Course; and both Committees submit their recommendations to the Graduate School Council.
  - (1) Qualifications for Graduate School faculty
  - (2) Conferral of degrees
  - (3) Degree candidacy

#### **Chapter IV: Academic Year, Academic Terms, and School Holidays**

##### Article 14

The provisions of Articles 23 through 25 of the University Regulations shall apply mutatis mutandis to the academic year, academic terms, and school holidays at the Graduate School.

#### **Chapter V: Admission, Change of Program, Study Abroad, Leave of Absence, Re-enrollment, Withdrawal, Readmission, Dismissal, Etc.**

(Qualifications for Admission)

##### Article 15

1. Applicants to whom one of the following items applies, and who are deemed suitable for the program for which they are applying, shall be eligible for admission to the Graduate School as first-year students in the Master's Course.
  - (1) Applicant has graduated from a university designated under Article 83 of the School Education Act.
  - (2) Applicant has been awarded a bachelor's degree in accordance with the provisions of Article 104, Paragraph 4, of the School Education Act.
  - (3) Applicant has completed a 16-year program of school education outside Japan.
  - (4) Applicant has completed a 16-year program of school education under an overseas school system by taking the requisite correspondence courses while in Japan.
  - (5) Applicant has completed, while in Japan, a program of studies offered by an overseas educational institution that has been accredited under the country's education system as an institution offering an undergraduate program and designated separately by the Japanese Minister of Education, Culture, Sports, Science and Technology (hereinafter the "MEXT Minister"), provided that such a program is the one upon completion of which students are deemed to have completed a 16-year program of school education in that country.
  - (6) Applicant who has completed 3 years or more of program at universities or equivalent

education institutions in countries other than Japan and awarded an overseas degree equivalent to bachelor's degree.

- (7) Applicant has completed, no earlier than the date designated by the MEXT Minister, a specialized course of a specialized training college separately designated by the MEXT Minister, Japan (which minimum period required for graduation is four years or longer, and which also satisfies other conditions specified by the MEXT Minister.
  - (8) Applicant has been designated by the MEXT Minister.
  - (9) Applicant has been admitted to a graduate school in accordance with the provisions of Article 102, Paragraph 2, of the School Education Act and is deemed by the Graduate School to have attained a level of academic proficiency appropriate to a student of the Graduate School.
  - (10) Applicant either has been enrolled at a university for three years or longer, or has completed a 15-year program of school education outside Japan, or has completed a 15-year program of school education under an overseas school system by taking the requisite correspondence courses while in Japan, or has completed a program of studies offered by an overseas educational institution that has been accredited under the country's education system as an institution offering an undergraduate program and designated separately by the MEXT Minister (provided that such a program is the one upon completion of which students are deemed to have completed a 15-year program of school education in that country) while in Japan; and is deemed by the Graduate School to have earned the prescribed number of credits with outstanding grades.
  - (11) Applicant is 22 years of age or older and has been determined by the Graduate School through individual admissions screening to possess a level of academic proficiency equal to or surpassing that of a college or university graduate.
2. Applicants to whom one of the following items applies, and who are deemed suitable for the program for which they are applying, shall be eligible for admission to the Graduate School as first-year students in the Doctoral Course.
- (1) Applicant is the holder of a master's degree or a degree designated by the MEXT Minister under Article 104, Paragraph 1, of the School Education Act (hereinafter "Professional Degree").
  - (2) Applicant has been awarded a master's degree or the equivalent of a Professional Degree outside Japan.
  - (3) Applicant has been awarded a master's degree or the equivalent of a Professional Degree from an institution outside Japan after completing the requisite correspondence courses while in Japan.
  - (4) Applicant has completed, while in Japan, a program of studies offered by an overseas

educational institution that has been accredited under the country's education system as an institution offering a graduate program and designated separately by the MEXT Minister; and has been awarded a master's degree or the equivalent of a Professional Degree.

- (5) Applicant has completed postgraduate programs and received a degree equivalent to a Master's Degree from United Nation University
  - (6) Applicant has been designated by the MEXT Minister.
  - (7) Applicant is 24 years of age or older and has been determined by the Graduate School through individual admissions screening to possess a level of academic proficiency equal to or surpassing that of a master's degree holder or Professional Degree holder.
3. Persons seeking admission to the Graduate School shall meet the foreign language requirements specified separately.
  4. Language requirements for non-Japanese seeking admission to the Graduate School shall be specified separately.
  5. Persons with practical experience seeking admission to Master's Course at the Graduate School to take the prescribed courses of the specific education program aiming to develop the advanced level of expert knowledge and skills shall meet the admission eligibility requirements specified separately in addition to the conditions specified in Paragraph 1.

(Application for Admission)

#### Article 16

1. Persons seeking admission to either the Graduate School's Master's Course or Doctoral Course shall submit to the Dean of the Graduate School a completed application form, an academic transcript from the president or dean of the university previously attended, and any other documentation deemed necessary, together with a photograph of the applicant and the specified application fee.
2. Persons seeking admission to the Graduate School's Doctoral Course shall submit, in addition to the items specified in the preceding paragraph, a copy of their master's thesis or alternate research project.

(Admissions Screening)

#### Article 17

1. Students whose application materials have been submitted and accepted shall undergo screening for academic proficiency (in their chosen specialty and foreign language) and an interview. The results of this screening shall be considered in combination with such supporting documents as academic transcripts from the university previously attended in the selection of students for admission. However, additional screening procedures may be carried out as necessary.
2. The methods, procedures, and schedule for admissions decisions referred to in the preceding paragraph shall be specified separately for each admission period.

(Applications from International Students)

Article 18

Application and screening procedures for persons from outside Japan seeking admission to the Graduate School shall be specified separately.

(Transfer Students)

Article 19

Following deliberation and decision by the Graduate School Council, a student enrolled at another graduate school may be granted admission by the President to the Graduate School as a transfer student, provided an opening exists in the program to which the student seeks admission. In such cases, admission screening shall be carried out in accordance with Articles 16 and 17, and take into consideration factors such as the courses completed and grades earned at the previous graduate school.

(Admission)

Article 20

Applicants who pass the admissions screening process and complete the entrance procedures specified in Article 50 of the University Regulations by the designated deadline shall be admitted to the Graduate School.

(Date of Admission)

Article 21

New students shall be admitted at the beginning of the academic year or the beginning of the second term.

(Admission of Master's Degree Holders)

Article 22

The President may exempt persons falling under either of the following items from certain admissions examinations following deliberation and decision by the Graduate School Council.

- (1) Persons holding a master's degree from the Graduate School and seeking admission to the Master's Course in a different program.
- (2) Persons holding a master's degree from another graduate school and seeking admission to the Master's Course at this Graduate School.

(Internal Program Transfer)

Article 23

1. A student enrolled in the Graduate School who, during or after the final term of the first year of the Master's Course, requests a transfer to another academic program in the Graduate School

may be granted such a transfer by the President, provided the Graduate School Council concludes that the request has a valid reason and the transfer is appropriate.

2. Program transfers shall be permitted at the beginning of the academic year only.

#### Article 24

The minimum enrollment and credit requirements for students who have transferred into the Graduate School from another graduate school or from another academic program in the Graduate School under the provisions of Articles 19, 22, and 23 shall be determined by the President following deliberation and decision by the Graduate School Council.

(Extended Absences)

#### Article 25

The provisions of Article 53 of the University Regulations shall apply *mutatis mutandis* to extended absences by students of the Graduate School.

(Study Abroad)

#### Article 26

1. In situations where it is deemed beneficial from the standpoint of education and research, the Graduate School may grant a student permission to study abroad for a specified period and take courses or receive research guidance at an overseas graduate school that is approved by the Graduate School or has entered into an agreement with the Graduate School for that purpose. Students wishing to study abroad under this provision must submit, by the designated deadline, an application for study abroad, cosigned by their guarantor, and receive the approval of the President following deliberation and decision by the Graduate School Council.
2. The period of approved study abroad may be applied, if the President approves following deliberation and decision by the Graduate School Council, toward the enrollment-period requirement stipulated in Article 3, Paragraph 2.
3. The Graduate School Council shall approve credits earned by a student at an overseas graduate school during study abroad as part of the credits of the student's elective coursework requirement of the Master's Course. However, in situations where it is deemed educationally beneficial by the Graduate School Council, those credits may be approved as the program foundation course credits or the program specialization course credits. The maximum number of credits that may be approved shall be as specified in Article 43, Paragraph 2.

(Leave of Absence)

#### Article 27

The provisions of Articles 55 and 56 of the University Regulations shall apply *mutatis mutandis* to leaves of absence by students of the Graduate School.

(Re-enrollment)

#### Article 28

The provisions of Article 57 of the University Regulations shall apply mutatis mutandis to Re-enrollment of students of the Graduate School.

(Withdrawal)

Article 29

The provisions of Article 58 of the University Regulations shall apply mutatis mutandis to withdrawal from the Graduate School for medical or other reasons.

(Readmission)

Article 30

1. Notwithstanding the provisions of Articles 16 and 17, a student who has withdrawn from the Graduate School under the provisions of the preceding article may be readmitted to the Graduate School following deliberation by the Graduate School Council and approval by the President. However, this shall not apply to a case in which more than five years have elapsed since the student's withdrawal.
2. The date of readmission shall be the beginning of the academic term. Decisions on the requests for readmission submitted by the designated deadline prior to the beginning of the term shall be made by the President following deliberation and decision by the Graduate School Council.

(Dismissal)

Article 31

The provisions of Article 60 of the University Regulations shall apply mutatis mutandis to dismissal from the Graduate School, with "Faculty Meeting" in Article 60 replaced by "Graduate School Council," and "the maximum period of enrollment stipulated in Article 27, Paragraph 2, and Article 52, Paragraph 4" in Article 60 replaced by "four years in the Master's Course or six years in the Doctoral Course."

## **Chapter VI: Curriculum**

(Courses of Instruction and Credits in the Master's Course)

Article 32

Courses of instruction offered in the Master's Course shall be divided into the categories of (required and elective) school-wide interdisciplinary courses, program foundation courses, specialization courses, and research courses.

Article 33

The courses of instruction and credits for each academic program in the Master's Course shall be as listed in Appendices 1-1 through 1-4.

(Courses of Instruction and Credits in the Doctoral Course)

Article 34

The courses of instruction and credits for each academic program in the Doctoral Course shall be as

listed in Appendix 2.

#### Article 35

The Graduate School may require students enrolled in the Doctoral Course to complete up to 15 credits of specified coursework from the Master's Course curriculum, as deemed necessary for educational and research purposes.

#### Article 36

With regard to guidelines for the calculation of credits granted for the completion of the courses described in the preceding four articles, the provisions of Article 41 of the University Regulations shall apply *mutatis mutandis*.

(Research Guidance in the Master's Course and the Doctoral Course)

#### Article 37

1. Students enrolled in the Graduate School's Master's Course or Doctoral Course shall each receive research guidance.
2. The Doctoral Course shall offer research guidance in the fields listed in Appendix 3.
3. The Guidelines for Thesis Guidance in the Master's Course and the Guidelines for Research Guidance in the Doctoral Course shall be provided separately.

### **Chapter VII: Degree Requirements, Etc.**

(Degree Requirements)

#### Article 38

Requirements for the completion of the Graduate School's degree programs shall be established in these Graduate School Regulations and separately in the University's Provisions for Degrees.

(Requirements for Completion of the Master's Course)

#### Article 39

1. To complete the Master's Course, a student must be enrolled in the degree program for a period of at least two years; complete at least 30 credits of the coursework provided for in Article 33, with a grade point average of 3.00 or higher; be granted master's degree candidacy; receive research guidance, as provided for in Articles 8 and 37 and, on the basis of that guidance, submit a master's thesis; and pass the thesis review and final examination carried out by the Graduate School. However, the minimum period of enrollment at the Graduate School may be reduced to one year for students who distinguish themselves academically.
2. Regardless of Section 1, the period of enrollment at the Graduate School shall be a minimum of one year or more but less than two years when providing education to persons in the master's course with practical experience; when this period is necessary for education and research purposes; and when providing education via appropriate methods e.g. teaching courses or providing research guidance during specially designated times or periods. Persons whom this paragraph applies shall be specified separately.

3. Of the 30 credits of required coursework stipulated in the preceding paragraph, the minimum requirement in the category of school-wide interdisciplinary courses shall be as follows.
  - (1) Two credits from the completion of one course selected from the school-wide interdisciplinary courses listed in Appendix 1.
4. Of the 30 credits of required coursework stipulated in Paragraph 1, the minimum requirement in the category of program foundation courses shall be as follows.
  - (1) Four credits from the completion of two courses selected from the program foundation courses listed in Appendix 1.
5. Of the 30 credits of required coursework stipulated in Paragraph 1, the minimum requirement in the category of specialization courses shall be as follows.
  - (1) Eight credits from the completion of four courses selected from the program specialization courses listed in Appendix 1.
6. Of the 30 credits of required coursework stipulated in Paragraph 1, the minimum requirement in the category of research courses shall be as follows.
  - (1) Six credits from the completion of three courses selected from the program research courses listed in Appendix 1.
7. In addition to the courses stipulated in preceding paragraphs, students shall complete the following elective coursework.
  - (1) A minimum of six credits from the completion of three courses selected from the program foundation courses, specialization courses, or research courses listed in Appendix 1.
  - (2) A minimum of four credits from the completion of two courses selected from the Graduate School courses listed in Appendix 1, excluding courses completed in accordance with preceding paragraphs.

(Requirements for Completion of the Doctor of Philosophy Program)

Article 40

1. To complete the Doctor of Philosophy Program, a student must be enrolled in the Graduate School for a period of at least five years in principle (including two years of enrollment in the Master of Arts Program, in the case of students who have been enrolled for two years or more in and have completed the program); complete eight credits of the coursework provided for in Article 34, and any additional course instruction specified as necessary; receive research guidance, as provided for in Article 37; pass the doctoral candidacy examination; submit a doctoral dissertation; and pass the thesis review and final examination carried out by the Graduate School.
2. The minimum period of enrollment at the Graduate School may be reduced to three years (including the two years of enrollment in the Master of Arts Program, in the case of students who have been enrolled for two years or more in and have completed the program) for students who distinguish themselves in research.

3. For students who have completed the Master of Arts Program in a period stipulated in the proviso of Article 16, Paragraph 1 of the Standards for Establishment of Graduate Schools, the minimum enrollment provisions of Paragraphs 1 and 2 above shall apply with the following modifications: “a period of at least five years in principle (including two years of enrollment in the Master of Arts Program, in the case of students who have been enrolled for two years or more in and have completed the program)” in Paragraph 1 shall read “a period of three years above and beyond the period of enrollment in the Master of Arts Program”; and “three years (including the two years of enrollment in the Master of Arts Program, in the case of students who have been enrolled for two years or more in and have completed the program)” in Paragraph 2 shall read “three years (including the period of enrollment in the Master of Arts Program).”
4. For students admitted to the Doctoral Course on the basis of the qualification of Article 15, Paragraph 2, Item (3), the minimum period of enrollment at the Graduate School for completion of the Doctor of Philosophy Program shall be three years. However, the minimum period of enrollment may be reduced to one year for students who distinguish themselves in research.
5. Doctoral candidates shall submit their doctoral dissertation within five years of being granted doctoral candidacy.

(Registration and Completion of Courses of Instruction)

Article 41

The provisions of Article 40 of the University Regulations shall apply *mutatis mutandis* to student registration for courses of instruction at the Graduate School, with “the Dean of the College of Liberal Arts” replaced by “the Program Director and the Dean of the Graduate School.”

Article 42

In the selection of courses of instruction, selection of research topics, and preparation of degree theses, etc., students at the Graduate School must defer to the advice of the faculty member who provides them with research guidance.

Article 43

1. Students at the Graduate School may take courses in a category that falls under one of the following items as part of their elective coursework requirement, with the approval of the faculty member who provides them with research guidance and of the Program Director.
  - (1) Courses in the College of Liberal Arts approved by the Graduate School
  - (2) Courses at other graduate schools approved by the Graduate School Council
2. A maximum of 10 credits from coursework completed under the provisions of the preceding paragraph and those in Article 26, Paragraph 3 may be applied toward the credit requirements of the Master’s Course.

Article 43-2

1. In situations where it is deemed educationally beneficial by the President following deliberation and decision by the Graduate School Council, credits from coursework completed by a student at another graduate school prior to admission in this Graduate School (including coursework completed by the student in the capacity of visiting student [*kamoku-to rishusei*]) may be deemed to have been earned from coursework completed at the Graduate School after admission therein.
2. A maximum of 10 credits may be deemed to have been earned under the provisions of the preceding paragraph and applied toward the credit requirements of the Master's Course, above and beyond the credits specified in the preceding article.

Article 44

The faculty member who provides a student with research guidance may direct that student to take specific courses, as the faculty member deems necessary. However, courses other than those specified in Article 43 may not be applied toward the degree program's credit requirements.

(Obtaining of Eligibility for Teacher Certificate)

Article 45

1. Persons who are qualified for a primary license for junior high or high school teacher and who wish to be eligible for a specialized (*senshu*) certificate for junior high or high school teacher in the same subject area must complete the credits of coursework stipulated in the Education Personnel Certification Act and the Ordinance for Enforcement of the Education Personnel Certification Act.
2. The following table lists the subject areas of the specialized certificates for junior high and high school teachers for which students can be eligible through coursework in the Graduate School of Arts and Sciences.

	School	Program	Type of teacher certificate	
			Specialized certificate for junior high school teacher	Specialized certificate for high school teacher
Graduate School	Graduate School of Arts and Sciences	Education and Psychology	English, Japanese, Mathematics, Science, Social Studies, Religion	English, Japanese, Mathematics, Science, Geography and History, Civics, Religion
		Public Policy and Social Research	Social Studies	Geography and History, Civics
		Comparative Culture	Japanese, Social Studies, Religion	Japanese, Geography and History, Civics, Religion
		Natural Sciences	Science, Mathematics	Science, Mathematics

(Granting of Credits and Grading)

#### Article 46

1. In the granting of credits for coursework completed at the Graduate School, the provisions of Article 42 of the University Regulations shall apply *mutatis mutandis*.
2. Credits for coursework completed shall be granted at the end of each academic term.
3. Early or make-up examinations may be administered as necessary.

#### Article 47

Coursework taken at the Graduate School shall be graded with an A, B, C, D, or E, of which A, B, C, or D shall be considered passing grades, and E shall be considered failing. For purposes of computing grade averages, letter grades shall be assigned numerical values as follows: A=4, B=3, C=2, D=1, and E=0.

#### (Admission to Degree Candidacy)

#### Article 48

1. Students wishing to submit a master's or doctoral thesis to the Graduate School must first apply to the Dean of the Graduate School for admission to degree candidacy and have their application approved by the President following deliberation and decision by the Graduate School Council.
2. Master's degree candidacy shall be granted to students who have been enrolled in the Graduate School's Master's Course at least one year in principle, and have completed at least 18 credits of coursework with a grade point average of 3.00 or higher.
3. Doctoral degree candidacy shall be granted to students who have been enrolled in the Graduate School's Doctoral Course at least one year in principle; have completed all coursework specified, if any, with a grade point average of 3.00 or higher; and have passed the doctoral candidacy examinations provided for separately.
4. Students who have been admitted to master's degree candidacy shall select a thesis topic with the approval of the faculty member providing research guidance and submit said topic to the Program Director by the designated deadline. Master's degree candidates shall then receive research guidance on preparation of their master's thesis on the basis of the Guidelines for Thesis Guidance established separately.
5. Students who have been admitted to doctoral candidacy shall select a dissertation topic with the approval of the faculty member providing research guidance and shall submit a study plan for doctoral dissertation to the Program Director and the Dean of the Graduate School by the designated deadline. Doctoral candidates shall then receive research guidance on preparation of their doctoral dissertation on the basis of the Guidelines for Research Guidance established separately.
6. The study plan for doctoral dissertation shall be reviewed by a review panel appointed by the Dean of the Graduate School following deliberation by the Graduate School Council, and the results of said review shall be submitted to the President for approval following deliberation and decision by the Graduate School Council.

7. The President shall issue its approval of a study plan for doctoral dissertation within three months of student submission of the prospectus.

(Submission of Degree Thesis)

Article 49

Degree theses must be submitted to the Dean of the Graduate School by the designated deadline, in accordance with Articles 6 and 7 of the University's Provisions for Degrees.

(Thesis Review and Final Examination)

Article 50

Review of degree theses and final examinations shall be conducted in accordance with Articles 10, 12, 14, 15, and 16 of the University's Provisions for Degrees.

(Grading of Thesis and Final Examination)

Article 51

The thesis and results of the final examination shall be graded in accordance with Article 18 of the University's Provisions for Degrees.

## Chapter VIII: Conferral of Degrees

(Degree Titles Conferred)

Article 52

1. The Graduate School shall confer the following degree titles, including degree designation and subject area, for completion of the appropriate degree program.

School	Master's Course	Doctoral Course
Graduate School of Arts and Sciences	Master of Arts in Education ( <i>Shushi</i> [ <i>Kyoikugaku</i> ])	Doctor of Philosophy ( <i>Hakushi</i> [ <i>Gakujutsu</i> ])
	Master of Arts in Public Administration ( <i>Shushi</i> [ <i>Gyoseigaku</i> ])	
	Master of Arts in International Relations ( <i>Shushi</i> [ <i>Kokusaikankeigaku</i> ])	
	Master of Arts in Social and Cultural Analysis ( <i>Shushi</i> [ <i>Shakai bunka bunseki</i> ])	
	Master of Arts in Media and Language ( <i>Shushi</i> [ <i>Media to gengo</i> ])	
	Master of Arts in Public Economics ( <i>Shushi</i> [ <i>Kokyokeizaigaku</i> ])	
	Master of Arts in Peace Studies ( <i>Shushi</i> [ <i>Heiwa kenkyu</i> ])	

	Master of Arts in Comparative Culture ( <i>Shushi [Hikaku bunka]</i> )	
	Master of Arts in Science ( <i>Shushi [Rigaku]</i> )	

2. Each degree title in the preceding paragraph shall be parenthetically appended with the words “International Christian University.”

(Conferral of Degrees)

Article 53

Students who have been enrolled in the Graduate School for the stipulated period of time, have completed the required number of credits, have been admitted to degree candidacy, have received necessary Research Guidance, and have passed the thesis review (including the final examination) shall be awarded a degree in accordance with the University’s Provisions for Degrees established separately.

Article 54

In addition to the persons provided for in the preceding article, the degree of Doctor of Philosophy may be conferred, in accordance with the University’s Provision for Degrees, upon persons who have submitted a doctoral dissertation to the Graduate School and have passed the thesis review conducted by the Graduate School, and whose scholarly attainments are deemed equal to or surpassing those who have completed the Doctor of Philosophy Program.

**Chapter IX: Academic Fees**

(Application Fee, Matriculation Fee, Tuition, Facilities Fee, Etc.)

Article 55

1. The provisions of Articles 68 through 79 of the University Regulations shall apply mutatis mutandis to the Graduate School’s academic fees, including application fee, matriculation fee, tuition, and facilities fee, “Article 54” in Article 77 of the University Regulations replaced by “Article 26 of the Graduate School Regulations.”
2. Notwithstanding the provisions of the preceding paragraph, Graduate School students, including research students (*kenkyusei*) shall be assessed the tuition and facilities fees specified in Appendix 4.
3. Notwithstanding the provisions of Paragraph 1, Article 75 of the University Regulations shall not apply mutatis mutandis to students in the Natural Sciences Program.
4. Academic fee reductions and exemptions shall be provided for separately.

Article 56

The doctoral dissertation review fee required under Article 54 shall be as specified in Appendix 5.

**Chapter X: Financial Aid Program**

(Financial Aid Program)

#### Article 57

Rules and policies governing financial aid to students of the Graduate School shall be established separately in accordance with Article 86 of the University Regulations.

### **Chapter XI: Exchange Programs with Other Graduate Schools**

(Exchange Programs with Other Graduate Schools)

#### Article 58

1. In situations where it is deemed beneficial from the standpoint of education or research, the Graduate School may promote student exchange with, and permit students to take courses or receive research guidance at, another graduate school with which an agreement has been concluded (hereinafter “Exchange Partner School” [*koryu kyotei ko*]).
2. Designation of Exchange Partner Schools, approval of credits from coursework completed by Graduate School students at Exchange Partner Schools, and other matters of import pertaining to student exchange shall be determined by the President following deliberation and decision by the Graduate School Council and the relevant Graduate School Program Committee or Graduate School Doctoral Committee.
3. Specific measures required for the implementation of exchange programs with other graduate schools shall be provided for separately.

(Special Exchange Students)

#### Article 59

1. A graduate student at any of the Exchange Partner Schools of the preceding article who makes application, following designated procedures, to take specific courses or receive research guidance at the Graduate School may be granted permission to take specific courses or receive research guidance at the Graduate School in the capacity of a special exchange student.
2. Bylaws necessary for special exchange students shall be established separately.

(Approval of Credits)

#### Article 60

The maximum number of credits from coursework completed by Graduate School students at Exchange Partner Schools that may be applied toward program completion shall be as specified in Article 43, Paragraph 2.

### **Chapter XII: *Kenkyusei* and Auditors**

#### Article 61

1. The President may admit a person who holds a master’s degree from the Graduate School or another graduate school or possesses a comparable level of academic proficiency, and who wishes to take specific courses or receive research guidance at the Graduate School of Arts and Sciences, may be admitted to the Graduate School as a *Kenkyusei* (special students) in accordance with designated procedures, following deliberation and decision by the Graduate

School Council, provided that education and research at the Graduate School are not adversely affected as a result.

2. *Kenkyusei* may enroll for a period of one year. However, if a *Kenkyusei* wishes to extend the period of enrollment and there is good cause, the President may grant an extension of up to one year, following deliberation and decision by the Graduate School Council.
3. *Kenkyusei* shall be issued a certificate of course completion for courses completed.
4. *Kenkyusei* must abide by the rules and policies applicable to students at the Graduate School.

#### Article 62

1. Persons wishing to attend specific courses at the Graduate School of Arts and Sciences on a noncredit basis may be granted permission to attend in the capacity of auditors, provided that education and research at the Graduate School are not adversely affected as a result.
2. The Dean of the Graduate School shall grant requests to audit on a term-by-term basis, with the approval of the faculty member in charge of the course and the Program Directors concerned.
3. Persons who are not students at the Graduate School, but who wish to take specific courses at the Graduate School for credit, may be granted permission to enroll as visiting students, to the extent that the education and research activities of the Graduate School's regular students are not adversely affected.
4. Handling and procedures for auditors and visiting students shall be specified separately.

### **Chapter XIII: Student Dormitories**

(Student Dormitories)

#### Article 63

1. The Graduate School shall have dormitories for students.
2. Rules and policies governing student dormitories shall be established separately.

### **Chapter XIV: Commendations and Disciplinary Action**

(Commendations and Disciplinary Action)

#### Article 64

With regard to commendations and disciplinary action, the provisions of Articles 82 through 85 of the University Regulations shall apply mutatis mutandis to the Graduate School, with "Faculty Meeting" in Article 83 replaced by "Graduate School Council."

### **Chapter XV: Bylaws for Enforcement**

(Bylaws for Enforcement)

#### Article 65

The President shall separately establish bylaws necessary for the enforcement of these Graduate School Regulations shall be established separately, following deliberation by the Graduate School Council and the relevant Graduate School Program Committee or Graduate School Doctoral Committee.

Supplementary Provisions

(Effective Date)

1. These Graduate School Regulations shall take effect on April 1, 1957.
2. These Graduate School Regulations shall take effect on April 1, 1958.
3. These Graduate School Regulations shall take effect on April 1, 1963.
4. These Graduate School Regulations shall take effect on April 1, 1964.
5. These Graduate School Regulations shall take effect on November 1, 1975.
6. These revised Graduate School Regulations shall take effect on April 1, 1976.
7. These revised Graduate School Regulations shall take effect on April 1, 1978.
8. These revised Graduate School Regulations shall take effect on April 1, 1980.
9. These revised Graduate School Regulations shall take effect on April 1, 1981.
10. These revised Graduate School Regulations shall take effect on April 1, 1983.
11. These revised Graduate School Regulations shall take effect on April 1, 1984.
12. These revised Graduate School Regulations shall take effect on April 1, 1985.
13. These revised Graduate School Regulations shall take effect on April 1, 1986.
14. These revised Graduate School Regulations shall take effect on April 1, 1987. However, the previous provisions of Articles 7, 40, and 48 and Appendices 1 and 4-1 of these Graduate School Regulations shall remain applicable to students specializing in science teaching in the Methodology of Education Program of the Division of Education as of the date immediately preceding the effective date.

(Enrollment Capacity in Academic Programs Following Establishment of the Division of Natural Sciences)

15. Notwithstanding the provisions of Article 7 of these Graduate School Regulations, admission and enrollment capacity for the Methodology of Education Program of the Division of Education and the Integrated Basic Science Program of the Division of Natural Sciences following the establishment of the Division of Natural Sciences shall be as follows.

Academic program	First year following establishment		Second year		Third year onward	
	Admission	Total enrollment	Admission	Total enrollment	Admission	Total enrollment
Methodology of Education Program, Division of Education, Master's Course	24	58	24	48	24	48
Methodology of Education Program, Division of Education, Doctoral Course	8	32	8	28	8	24
Integrated Basic Science Program, Division of Natural Sciences, Master of Arts Program	10	10	10	20	10	20

16. These revised Graduate School Regulations shall take effect on April 1, 1988.

17. These revised Graduate School Regulations shall take effect on April 1, 1989.
18. These revised Graduate School Regulations shall take effect on April 1, 1990.
19. These revised Graduate School Regulations shall take effect on April 1, 1991.
20. These revised Graduate School Regulations shall take effect on March 1, 1992.
21. These revised Graduate School Regulations shall take effect on April 1, 1993.
22. These revised Graduate School Regulations shall take effect on April 1, 1994.
23. These revised Graduate School Regulations shall take effect on April 1, 1995.
24. These revised Graduate School Regulations shall take effect on April 1, 1996.
25. These revised Graduate School Regulations shall take effect on April 1, 1997.
26. These revised Graduate School Regulations shall take effect on April 1, 1998.
27. These revised Graduate School Regulations shall take effect on April 1, 1999.
28. These revised Graduate School Regulations shall take effect on April 1, 2000.
29. These revised Graduate School Regulations shall take effect on April 1, 2001, with the exception of the following that shall be applicable to students entering the Graduate School in or after the 2001 academic year: Article 42, Paragraph 3, Item (2); Article 42, Paragraph 4, Item (2); and Article 52, Paragraph 2.
30. These revised Graduate School Regulations shall take effect on April 1, 2002, with the exception of Article 42, Paragraph 2, Item (2) that shall be applicable to students entering the Graduate School in or after the 2002 academic year.
31. These revised Graduate School Regulations shall take effect on April 1, 2003.
32. These revised Graduate School Regulations shall take effect on April 1, 2004.
33. These revised Graduate School Regulations shall take effect on April 1, 2005, with the exception of Article 42, Paragraph 2, Item (2), and Article 46, Paragraph 2, that shall be applicable to students entering the Graduate School in or after the 2003 academic year.
34. These Graduate School Regulations shall take effect on April 1, 2006, with the exception of the following that shall be applicable to students entering the Graduate School in or after the 2005 academic year: Article 42, Paragraph 2, Item (4); Article 42, Paragraph 3, Items (2) and (4); and Article 42, Paragraph 4, Items (2) and (4).
35. These revised Graduate School Regulations shall take effect on April 1, 2007, with the exception of Article 42, Paragraph 2, Item (2), and Article 56 that shall be applicable to students entering the Graduate School in or after the 2007 academic year.
36. These revised Graduate School Regulations shall take effect on April 1, 2008, with the exception of Article 41, Paragraph 2, Item (2), and Article 55 that shall be applicable to students entering the Graduate School in or after the 2007 academic year.
37. These revised Graduate School Regulations shall take effect on April 1, 2009, with the exception of Article 41, Paragraph 2, Item (2), and Article 55 that shall be applicable to students entering the Graduate School in or after the 2007 academic year.
38. These revised Graduate School Regulations shall take effect on April 1, 2010.
39. The Divisions of Education, Public Administration, Comparative Culture, and Natural Sciences provided for in Article 4 shall suspend acceptance of applications for student admission as of the 2010 academic year.

40. These Graduate School Regulations shall be applicable to students entering the Graduate School on or after April 1, 2010. With regard to students who matriculated in the 2009 academic year or earlier, the previous provisions shall remain applicable.
41. Transitional measures required for the application of the revised Appendices 1 through 3 to students enrolled in the Divisions of Education, Public Administration, Comparative Culture, and Natural Sciences as of March 31, 2010, shall be provided for separately.
42. The revisions to Appendix 4 (Graduate School Tuition and Facilities Fee) contained in these revised Graduate School Regulations shall be applicable to students entering the Graduate School on or after April 1, 2010. With regard to students who matriculated in the 2009 academic year or earlier, the previous provisions shall remain applicable.
43. These revised Graduate School Regulations shall take effect on April 1, 2011.
44. These revised Graduate School Regulations shall take effect on April 1, 2012, with the exception of Article 45, Paragraph 2, and Article 52 that shall be applicable to students entering the Graduate School in or after the 2012 academic year.
45. These revised University Regulations shall take effect on April 1, 2013.
46. These revised University Regulations shall take effect on April 1, 2014.
47. These revised University Regulations shall take effect on April 1, 2015.
48. These revised University Regulations shall take effect on April 1, 2016.
49. These revised University Regulations shall take effect on April 1, 2017.
50. These revised University Regulations shall take effect on April 1, 2018.
51. These revised University Regulations shall take effect on April 1, 2019.
52. These revised University Regulations shall take effect on April 1, 2020.

TABLE 1~3 (omitted)

TABLE 4 Tuition and Facilities Fee for Graduate School Students  
Master's Course

	Academic Year	Annual Amount
Tuition for Graduate School Students	2020	¥906,000
	2021	¥906,000
Facilities Fee Education and Psychology Program Public Policy and Social Research Program Comparative Culture Program	2020	¥345,000
	2021	¥345,000
Facilities Fee Natural Sciences Program	2020	¥459,000
	2021	¥459,000

Doctoral Course

	Academic Year	Annual Amount
Tuition for Graduate School Students	2020	¥420,000
	2021	¥420,000
	2022	¥420,000
Facilities Fee	2020	¥345,000
	2021	¥345,000
	2022	¥345,000

TABLE 5 Fees for examining doctoral dissertations submitted by those who are not students of the ICU Graduate School.

1. Applicants from outside ICU	¥300,000
2. Full-time teaching staff of ICU	¥150,000
3. Those who have withdrawn from the doctoral course of the ICU Graduate School after having fulfilled the three-year residence requirement and received research guidance	¥150,000