

○Hiroshima University Regulations Regarding Foreign Research Students

(April 1, 2004 Regulation No. 11)

Hiroshima University Regulations Regarding Foreign Research Students

Purpose:

Article 1. These Regulations prescribe matters necessary to foreign research students conducting research on specific matters in a school, graduate school, attached research institute, national joint usage facility, or joint education and research facility on campus (hereafter, Schools, etc.) at Hiroshima University (hereafter, This University), based on the stipulations in Article 52, Paragraph 2 of Hiroshima University General Provisions (April 1, 2004 Regulation No. 2; hereafter, General Provisions) and Article 53, Paragraph 2 of Hiroshima University Graduate School Regulations (January 15, 2008 Regulation No. 2; hereafter, Graduate School Regulations) (including foreign exchange research students (hereafter, Foreign Exchange Research Students), based on the Guidelines for the Japanese Government International Student Scholarship System (March 31, 1954 Minister of Education Ruling); hereafter, (Foreign Research Student)).
Research Application and Examination Fee:

Article 2. A person falling under any of the following shall be eligible for admission to a school, attached research institute, national joint usage facility, or joint education and research facility on campus as a Foreign Research Student.

[1] A person who has completed 14 years of school education in a foreign country

[2] A person who has completed 12 years of school education in a foreign country and graduated from a university or junior college in Japan

[3] A person at This University possessing considerable academic ability recognized as being a suitable Foreign Research Student

(2) A person falling under any of the following shall be eligible for admission to a graduate school as a Foreign Research Student.

[1] A person who has completed 16 years of school education in a foreign country

[2] A person at a graduate school at This University possessing considerable academic ability recognized as being a suitable Foreign Research Student

Article 3. A person applying for status as a Foreign Research Student must submit the following documents to the president through the School, etc. at which s/he desires to conduct research, up to 30 days prior to the start of the research for a person residing in Japan, and, as a rule, up to 4 months prior to the start of the research for a person residing overseas, along with an examination fee of 9,800 yen.

[1] Application for Foreign Research Student Status (Appended Form)

[2] Curriculum vitae

[3] Certificate of graduation and academic transcript from the last school attended

- [4] Copy of the applicant's resident card or a Certificate of Items Stated in Resident Register that lists residence status (only for persons residing in Japan)
- [5] Letter of recommendation from a person who is the principal of the course to which the applicant belonged to in his/her alma mater or in a higher rank, or the applicant's teaching advisor
- [6] Certificate of health from a doctor

2 Notwithstanding the stipulations of the preceding paragraph, when a person applying for status as a Foreign Research Student is enrolled as a special auditor in the school or graduate school for which he/she is applying or enrolled as a special auditor in the 3 + 1 Program at the Morito Institute of Global Higher Education of Hiroshima University, he/she may submit the following documents:

- [1] Application for Foreign Research Student Status (Appended Form)
- [2] Curriculum vitae
- [3] Copy of Residence Card

Authorization for Acceptance:

Article 4. The acceptance of a Foreign Research Student shall be authorized by the president, following discussion at a Faculty Meeting (or a Steering Committee in the case of a national joint usage facility or joint education and research facility on campus) at the relevant School, etc.

(2) The president shall issue a letter of acceptance in advance to persons residing overseas who are given authorization in accordance with the stipulations set forth in the preceding paragraph.

Research Period:

Article 5. The research period for a Foreign Research Student shall be 1 semester or 1 academic year, as a rule. However, this shall not apply in cases where the president recognizes the existence of special circumstances.

Continuation of Research:

Article 6. When a Foreign Research Student desires to continue research after the conclusion of a research period, s/he must receive permission by submitting the following documents to the president through the relevant School, etc. up to 30 days prior to the conclusion of the research period. In this case, the stipulations set forth in the preceding article shall apply mutatis mutandis to the period of research.

- [1] Application to Continue Research as a Foreign Research Student
- [2] Letter of approval from the government of the applicant's country or the diplomatic office in Japan, or supervisor

(2) The examination fee and admission fee shall not be collected from persons who continue research in accordance with the stipulations set forth in the preceding paragraph.

Admission Fee:

Article 7. A person who intends to accept the offer of admission must pay an admission fee of 84,600 yen by the designated date.

Research Fee:

Article 8. A Foreign Research Student must pay a research fee of 29,700 yen per month by the designated date, for a 6-month period each time, in accordance with the research period (or the amount for that period when the research period is less than 6 months).

(2) When the research fee is not paid by the designated date, demand for payment shall be made by a posted notice, etc. to the student, parents, etc.

Teaching Advisor:

Article 9. The dean of the relevant School, etc. must designate a teaching advisor for the Foreign Research Student.

Burden of Fees:

Article 10. Fees required for research, experiments, and practical training shall be the responsibility of the Foreign Research Student, as appropriate.

Retraction of Permission:

Article 11. The president shall retract permission for research when a Foreign Research Student falls under one of the following.

[1] When the Foreign Research Student is recognized as demonstrating poor research

[2] When the Foreign Research Student manifests inappropriate behavior

(2) When a Foreign Research Student who neglects to pay the research fee even after receiving demand for payment does not make payment within 3 months, calculated from the day This University made a claim for the research fee to said Foreign Research Student (or the day a claim arrives when the claim is made by post), the president shall retract permission to conduct research.

Article 12. Intentionally Omitted

Refunding Examination Fees, Admission Fees, and Research Fees Already Paid:

Article 13. Examination fees, admission fees, and research fees that have already been paid shall not be refunded.

Special Cases for Foreign Exchange Research Students, etc.:

Article 14. Notwithstanding the stipulations set forth in Article 3 and Article 6, Paragraph 1, Foreign Exchange Research Students shall not be required to pay the examination fee or submit the documents listed in Item 3 and Item 5 of Article 3, or Paragraph 1, Item 2 of Article 6.

(2) Notwithstanding the stipulations set forth in Article 3, payment of the examination fee shall not be required for a Foreign Research Student from whom the examination fee, admission fee, and research fee are non-collectible through an inter-university exchange

agreement, interdepartmental exchange agreement, or the equivalent that has been concluded between This University and a foreign university or junior college (including an institution of higher learning other than a university) (hereafter, Foreign Research Student from Whom Tuition, etc. are Non-Collectible Based on Agreement).

- (3) The stipulations set forth in Article 7 and Article 8 shall not apply to the Foreign Exchange Research Students and Foreign Research Students from Whom Tuition, etc. are Non-Collectible Based on Agreement.

Article 14-2. Notwithstanding the stipulations set forth in Article 3, Article 7, and Article 8, Paragraph 1, the examination fee, admission fee, and research fee shall not be collected from the conclusion of the course period to the end of said semester from a special auditor (as stipulated in Article 2, Paragraph 2 of Hiroshima University Student Exchange Regulations (April 1, 2004 Regulation No. 7)) that falls under any one of the following items, when said special auditor desires admission to and is accepted as a Foreign Research Student to a school, attached research institute, national joint usage facility, or joint education and research facility on campus.

[1] A person who has taken the entrance exam for admission to a graduate school at This University by the conclusion of the course period and has been accepted as a student for admission to a graduate school at This University, or person whose exam results are not yet available

[2] A person who will take the entrance exam for admission as a student to a graduate school at This University from the conclusion of the course period to the end of said semester

[3] A person who will be admitted as a Foreign Research Student to a graduate school in This University from the semester following the conclusion of the course period (restricted to individuals desiring admission as a student to a graduate school at This University following completion of the research period)

- (2) When a Foreign Research Student set forth in the previous paragraph falls under any one of the following, permission for research shall be retracted.

[1] When the application procedure for admission to a graduate school at This University or research application fails to meet the deadline

[2] When the entrance exam for a graduate school at This University has not been taken

[3] When the entrance exam for a graduate school at This University has not been passed

[4] When admission procedures for a graduate school at This University fail to meet the deadline

(3) Notwithstanding the stipulations set forth in the previous paragraph, when an individual who falls under Item 3 of the previous paragraph desires admission as a Foreign Research Student to a graduate school from the following semester, permission for research shall not be retracted.

Miscellaneous Provisions:

Article 15. In addition to the regulations prescribed here, stipulations set forth in the General Provisions or Graduate School Regulations shall apply mutatis mutandis to matters necessary to Foreign Research Students.

Supplementary Provisions

1. This regulation shall come into effect from April 1, 2004.
2. When this regulation comes into effect, persons authorized for acceptance as Foreign Research Students in accordance with the former Hiroshima University Rules Regarding Foreign Research Students (Hiroshima University Regulations of 1972 Regulation No. 5) shall be regarded as having been authorized for acceptance as Foreign Research Students in accordance with this regulation.
3. When a person approved to complete the Hiroshima University Graduate School Leader Education Program desires admission to a School, etc. as a Foreign Research Student during the period up to the start of study and his/her acceptance is authorized, the examination fee, admission fee, and research fee shall not be collected, notwithstanding the stipulations set forth in Article 3, Article 7, and Article 8, Paragraph 1.

Supplementary Provisions (April 1, 2005 Regulation No. 34)

This regulation shall come into effect from April 1, 2005.

Supplementary Provisions (September 19, 2006 Regulation No. 112)

This regulation shall come into effect from October 1, 2006.

Supplementary Provisions (January 15, 2008 Regulation No. 13)

This regulation shall come into effect from April 1, 2008.

Supplementary Provisions (March 30, 2012 Regulation No. 23)

This regulation shall come into effect from April 1, 2012.

Supplementary Provisions (August 30, 2012 Regulation No. 120)

This regulation shall come into effect from August 30, 2012, and the stipulations set forth in the Hiroshima University Regulations Regarding Foreign Research Students revised in accordance with this regulation shall be applied from July 9, 2012.

Supplementary Provisions (March 12, 2013 Regulation No. 4)
This regulation shall come into effect from April 1, 2013.

Supplementary Provisions (February 27, 2017 Regulation No. 10)
This regulation shall come into effect from April 1, 2017.

Supplementary Provisions (August 8, 2018 Regulation No. 111)
This regulation shall come into effect from August 8, 2018.

Supplementary Provisions (October 1, 2018 Regulation No. 126)
This regulation shall come into effect from October 1, 2018.