

Nara Institute of Science and Technology
Admission Fee, Tuition Fee, and Boarding Fee Exemption Regulations

April 1, 2004
Regulations No. 23

I. General provisions

Article 1 (Purpose)

These provisions stipulate the necessary matters concerning exemption and postponement of collection of admission fees and tuition fees, and exemption of boarding fees (hereinafter referred to as the “Exemption of Admission, Tuition, and Boarding Fees”) based on the provisions of Article 64 and Article 71 Clause 2 of the Nara Institute of Science and Technology Regulations (Regulations No.1, 2004; hereinafter referred to as the “NAIST Regulations”).

Article 2 (Eligible persons)

Persons eligible for exemption or postponement of collection of admission fees shall be those who enroll in a master’s or a doctoral course of Nara Institute of Science and Technology (hereinafter referred to as “NAIST”), and persons eligible for exemption or postponement of collection of course fees and exemption of boarding fees shall be students in a master’s or a doctoral course of NAIST.

Article 3 (Application)

Persons wishing to receive the Exemption of Admission, Tuition, and Boarding Fees must submit an application with the related documents attached to the President by the designated date.

Article 4 (Permission)

The President shall grant permission for Exemption of Admission, Tuition, and Boarding Fees upon deliberation by the Education Committee of the Institute for Educational Initiatives.

II. Admission fee exemption

Article 5 (Admission fee exemption)

1. For persons for whom payment of admission fees is difficult due to economic reasons and who are recognized as having excellent academic performance, in

principle it shall be possible to exempt all or a portion of the admission fees. Provided, however, that in the event it is recognized that payment is significantly difficult due to special circumstances that fall under any of the items below, it shall be possible to make the person eligible for exemption.

(1) Cases in which, within one year before enrollment, the person who mainly bears the school expenses of the person enrolling (hereinafter referred to as the "School Expense Bearer") has died, or the person who is enrolling or the School Expense Bearer has suffered a disaster such as wind or flood damage

(2) Cases equivalent to the previous item when there is a reason that the President recognizes as suitable

2. Persons wishing to receive admission fee exemption under the provisions of the previous clause must submit the documents listed below by the designated date.

(1) Request for admission fee exemption

(2) Record of household conditions

(3) Certificate of income issued by the head of the city, ward, town, or village where the person enrolling or the School Expense Bearer resides

(4) Other documents that NAIST recognizes as necessary

3. Persons wishing to receive admission fee exemption under the second sentence of Article 5 Clause 1 must submit, in addition to the documents listed in the previous clause, a document proving the death of the School Expense Bearer or a certificate by which it is possible to determine the degree of disaster.

4. Irrespective of the provisions of the previous two clauses, foreign students wishing to receive admission fee exemption under the provisions of Article 5.1 may submit documents designated by NAIST instead of those listed in Item 3 of Article 5 Clause 2 and Article 5 Clause 3.

5. For persons who have applied for an admission fee exemption, collection of admission fees shall be postponed during the period until a decision is made as to whether exemption will be permitted.

6. Persons for whom admission fee exemption was not permitted or persons for whom partial exemption was permitted must pay the appropriate admission fees within fourteen days after the date that decision was announced.

Article 6 (Admission fee postponement)

1. For persons who fall under any of the items below, it shall be possible to postpone admission fee collection.

(1) Cases in which it is difficult to pay admission fees by the payment deadline for economic reasons, and it is recognized that the person has excellent

academic performance

(2) Cases in which, within one year before enrollment, the School Expense Bearer for the person who will enroll has died or the person enrolling or the School Expense Bearer has suffered a disaster such as wind or flood damage, and it is recognized that payment by the payment deadline is difficult

(3) Cases equivalent to the previous item when there is a reason that the President recognizes as suitable

2. The period of collection postponement shall be until the last day of August for persons who were admitted in the spring term and until the last day of February for persons who were admitted in the fall term.

3. Persons wishing to receive postponement of admission fee collection under the provisions of Article 6 Clause 1 must submit the documents listed below by the designated date. Provided, however, that persons who applied for exemption may submit an application for collection postponement within fourteen days after the date when refusal of exemption permission or permission for partial exemption was announced.

(1) Request for postponement of admission fee collection

(2) Record of household conditions

(3) Certificate of income issued by the head of the city, ward, town, or village where the person enrolling or the School Expense Bearer resides

(4) Other documents that NAIST recognizes as necessary

4. Persons wishing to receive postponement of admission fee collection under the second sentence of Item 2 of Article 6 Clause 1 must submit, in addition to the documents listed in the previous clause, a document that proves the death of the School Expense Bearer or a certificate by which it is possible to determine the degree of the disaster.

5. Irrespective of the provisions of the previous two clauses, foreign students wishing to receive postponement of admission fee collection under the provisions of Article 6 Clause 1 may submit documents designated by NAIST instead of those listed in Item 3 of Article 6 Clause 3 and Article 6 Clause 4.

6. For persons who have applied for postponement of admission fee collection, collection of admission fees shall be postponed during the period until a decision is made as to whether postponement of collection will or will not be permitted.

7. Persons for whom postponement of admission fee collection was not permitted must pay the appropriate admission fees within fourteen days after the date that decision was announced.

III. Tuition fee exemption

Article 7 (Tuition fee exemption)

1. For persons for whom payment of tuition fee is difficult for economic reasons and are recognized as having excellent academic performance, it shall be possible to exempt the tuition fee for that person.

2. The handling of the exemption of the previous clause shall be according to the classification of spring term or fall term, and be done for each relevant term.

3. In principle, the amount of exemption shall be the entire amount of or a portion of the tuition fee for the relevant term.

4. Persons wishing to receive exemption of tuition fee under the provisions of Article 7 Clause 1 must submit the documents listed below by the designated date. Provided, however, that persons whose course fees for the prior term have not paid may not receive tuition fee exemption.

(1) Request for tuition fee exemption

(2) Record of household conditions

(3) Certificate of income issued by the head of the city, ward, town, or village where the student or the School Expense Bearer resides

(4) Other documents that NAIST recognizes as necessary

5. Irrespective of the provisions of the previous clause, foreign students wishing to receive tuition fee exemption under the provisions of Article 7 Clause 1 may submit documents designated by NAIST instead of the document listed in Item 3 of Article 7 Clause 4.

6. For persons who have applied for tuition fee exemption, collection of tuition fee shall be postponed during the period until a decision is made as to whether exemption will or will not be permitted.

7. Persons for whom tuition fee exemption was not permitted or persons for whom partial exemption was permitted must pay the respective entire amount or portion of the tuition fee for the relevant term by the date designated by NAIST.

Article 8 (Exemption due to death of School Expense Bearer, a disaster)

1. For persons for whom it is recognized that payment is significantly difficult due to special circumstances that fall under any of the items below, it shall be possible to exempt the tuition fee that should be paid in the term after the term which includes the date such reason occurred. Provided, however, that in the event that the time that reason occurred was before the deadline for payment of the tuition fee for that term, it shall be possible to exempt the tuition fee for that term.

(1) In the event that, within six months before the tuition fee deadline of the

relevant term (in the case of exemption for a term that includes the date when a newly enrolled person enrolled, within one year before enrollment), the School Expense Bearer died or the student or the School Expense Bearer suffered a disaster such as wind or flood damage

(2) Cases equivalent to the previous item when there is a reason that the President recognizes as suitable

2. For persons wishing to receive tuition fee exemption under the provisions of the previous clause, the provisions of Article 7 shall apply correspondingly. In such cases, in addition to the documents listed in Article 7 Clause 4, a document that proves the death of the School Expense Bearer or a certificate by which it is possible to determine the degree of the disaster must be submitted.

Article 9

In the event that a person who received permission for postponement of tuition fee collection under the provisions of Article 10 or Article 11 has received permission for withdrawal from NAIST during that period, it shall be possible to exempt tuition fee of the amount obtained by multiplying the amount equivalent to one-twelfth of the annual tuition fee amount (hereinafter referred to as the "Monthly Amount Calculation Amount") by the number of months from the month after the month of withdrawal until the last month of the relevant term.

IV. Postponement and monthly installment payment of tuition fee

Article 10 (Tuition fee postponement)

1. For persons who fall under any of the items below, it shall be possible to postpone tuition fee collection.

(1) Cases in which it is difficult to pay the tuition fee by the payment deadline for economic reasons, and it is recognized that the person has excellent academic performance

(2) Cases in which the person has gone missing

(3) Cases in which the student or the School Expense Bearer has suffered a disaster, and it is recognized that it is difficult to make payment by the payment deadline

(4) Cases in which it is recognized that there are other unavoidable circumstances

2. Postponement of collection shall be permitted for each relevant term, and deadlines for payments shall be the last day of August for spring terms and the last day of February for fall terms.

3. Persons wishing to receive permission for postponement of tuition fee collection under the provisions of Article 10 Clause 1 must submit the documents listed in the items below by the tuition fee payment deadline of each term.

- (1) Request for postponement of course fee collection
- (2) Other documents that NAIST recognizes as necessary

Article 11 (Payment by monthly installments)

1. For persons who fall under Item 1 or Item 3 of Article 10 Clause 1 and have special circumstances, it shall be possible to permit payment by monthly installments.

2. Permission for payment by monthly installments shall be given for each relevant term.

3. Payment by monthly installments shall be in monthly calculated amounts, and the payment deadline shall be the 20th of every month.

4. Persons wishing to receive permission for payment by monthly installments for the tuition fee under the provisions of Article 11 Clause 1 must submit the documents listed in the items below by the payment deadline for tuition fees for each term.

- (1) Request for monthly installment payment of tuition fees
- (2) Other documents that NAIST recognizes as necessary

V. Boarding fee exemption

Article 12 (Boarding fee exemption)

1. In the event that a student or the School Expense Bearer has suffered a disaster such as wind or flood damage and it is recognized that boarding fee payment is significantly difficult, it shall be possible to exempt the entire boarding fee amount that should be paid, within the scope of the six-month period beginning in the month after the month that includes the date when the disaster occurred. Provided, however, that in the event that the period will extend into the following fiscal year, an application for exemption of the following fiscal year portion must be made again in the beginning of the following fiscal year.

2. Persons wishing to receive exemption under the provisions of the previous clause must submit the documents listed in the items below.

- (1) Request for boarding fee exemption
- (2) Certificate by which it is possible to judge the degree of the disaster.
- (3) Other documents that NAIST recognizes as necessary

3. Irrespective of the provisions of the previous clause, a foreign student who wants to receive an exemption of boarding fees under the provisions of Article 12.1 may submit the documents designated by NAIST instead of the documents listed in Article 12.2.2.

VI. Cancellation of permission

Article 13 (Cancellation of permission)

1. In the event that a person who received permission for the Exemption of Admission, Tuition, and Boarding Fees falls under any of the items below, the President may cancel permission upon deliberation by the Education Committee of the Institute for Educational Initiatives.

(1) Cases in which the reason for exemption has been eliminated

(2) Cases in which the person has received disciplinary action under Article 70 Clause 2 of the NAIST Regulations

(3) Cases in which false information has been discovered in the application

2. In the event that, under the provisions of Item 1 or Item 2 of Article 13 Clause 1, permission for tuition fee exemption, permission for collection postponement or for payment by monthly installments has been cancelled, the tuition fee obtained by multiplying the monthly calculation amount by the number of months from the month that includes the date of cancellation until the last month of the relevant term, or the entire tuition fee that should be paid for the relevant term, must be promptly paid respectively.

3. In the event that permission for boarding fee exemption has been cancelled under the provisions of Item 1 or Item 2 of Article 13 Clause 1, the boarding fees for the month that includes the date of cancellation must be promptly paid.

4. In the event that permission for the Exemption of Admission, Course, and Boarding Fees was cancelled under the provisions of Item 3 of Article 13 Clause 1, the entire amount that was exempted must be promptly paid, and in the event that permission for collection postponement or payment by monthly installment for tuition fees was cancelled, the entire amount of the tuition fee that should be paid must be promptly paid respectively.

VII. Miscellaneous provisions

Article 14 (Procedures for persons expelled)

The admission fees, tuition fees, and boarding fees of persons expelled because they did not pay admission or course fees or persons who were

expelled because they died or went missing shall be handled according to the stipulations of Article 22 of the Nara Institute of Science and Technology Regulations for Handling Management of Claims and Obligations and Clerical Work for Receipts and Expenditures (Regulations No. 73, 2004).

Article 15 (Miscellaneous provision)

In addition to the matters stipulated in these regulations, other necessary matters concerning the Exemption of Admission, Course, and Boarding Fees shall be provided for separately.

Supplementary provision

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

Supplementary provision

These Regulations shall come into effect on March 26, 2009, and the stipulations of the Nara Institute of Science and Technology Admission Fee, Course Fee, and Boarding Fee Exemption Regulations that were revised under these Regulations shall be applicable from on March 1, 2009.

Supplementary provision

These Regulations shall come into effect on October 29, 2009.

Supplementary provision

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

Supplementary provision

These Regulations shall come into effect on March 1, 2015.

Supplementary provision

These Regulations shall come into effect on April 1, 2015.

Supplementary provision

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