

Regulations for Special Research Students Exchange Program of  
Nara Institute of Science and Technology

April 1, 2004  
Regulations No. 25

I. General Provisions

Article 1 (Purpose)

The purpose of these Regulations is to stipulate matters relating to the treatment of students of the Nara Institute of Science and Technology (“NAIST”) who wish to receive research guidance at another graduate school or research institution, whether in Japan or abroad (“External Graduate School”) (“Special Research Students”) and students of an External Graduate School who wish to receive research guidance at any of the Graduate Schools of NAIST (“Special Visiting Research Students”) pursuant, respectively, to the provisions of Article 40-4 and Article 67-2 of the Regulations of the Nara Institute of Science and Technology (Regulations No. 1,,2004) (“NAIST Regulations”).

Article 2 (Consultation with External Graduate School)

The Dean of the Graduate School shall be responsible for consulting with the External Graduate School involved on behalf of NAIST pursuant to the provisions of Article 40-1 and Article 67-1 of NAIST Regulations concerning the research guidance program and other related matters. However, such consultation with an External Graduate School that is located abroad may be omitted if there is a justifiable reason.

II. Special Research Students

Article 3 (Application procedures)

A student of NAIST who wishes to receive research guidance at an External Graduate School as a Special Research Student shall make an application by submitting the following documents to the Dean of the Graduate School, subject to receiving permission from his or her main research instructor:

- (1) Special Research Student Application Form (Form No. 1)
- (2) Documents required by the External Graduate School

Article 4 (Permission)

Upon receiving the application stipulated in the foregoing article, the Dean of the Graduate School shall give permission to the student, following the consultation under Article 2 above.

Article 5 (Period of research guidance at External Graduate School)

1. The period during which a Special Research Student receives research guidance at an External Graduate School shall be up to one year. In the case of a student enrolled in the Doctoral Course, however, the said period may be extended, subject to consultation with the External Graduate School, if doing so is deemed to be educationally beneficial.
2. The period specified in the foregoing subsection shall not exceed one year in total in the case of a student enrolled in the Master's Course.

Article 6 (Treatment of enrollment period)

The period during which a NAIST student receives research guidance at an External Graduate School as a Special Research Student shall count toward the number of years of enrollment at NAIST.

Article 7 (Submission of research report)

A Special Research Student shall submit a research report (Form No. 2) and report issued by the External Graduate School outlining the research guidance he or she has received to the Dean of the Graduate School at NAIST immediately upon completion of research guidance at the External Graduate School (within one month after returning to Japan if the student has received research guidance at a foreign graduate school or research institution).

Article 8 (Acceptance of research guidance)

The Research Guidance that a Special Research Student has received at an External Graduate School may be accepted as part of research guidance necessary for completing the course at NAIST by the Dean of the Graduate School, based on the reports specified in the foregoing article and subject to deliberation by the Faculty Council.

Article 9 (Tuition fee)

Special Research Students shall be required to pay tuition fees as students of NAIST.

Article 10 (Withdrawal of permission)

The Dean of the Graduate School may withdraw the permission for a student to receive research guidance at an External Graduate School as a Special Research Student, following consultation with the External Graduate School involved, if:

- (1) The research guidance is unlikely to be completed;
- (2) The student has failed to comply with the regulations of the External

- Graduate School or acted against the interests thereof; or
- (3) The student has failed to meet the purpose of the Special Research Students Exchange Program.

### III. Special Visiting Research Students

#### Article 11 (Application procedures)

A student of an External Graduate School who wishes to study at NAIST as a Special Visiting Research Student shall submit the following documents via the External Graduate School:

- (1) Special Visiting Research Student Application Form (Form No. 3)
- (2) Other documents required by the Graduate School of NAIST

#### Article 12 (Permission of acceptance)

Upon receiving a request to accept a Special Visiting Research Student from an External Graduate School, the Dean of the Graduate School shall give permission to accept the student, following the consultation under Article 2 above.

#### Article 13 (Period of research guidance at NAIST)

1. The period during which NAIST provides a Special Visiting Research Student with research guidance upon request from an External Graduate School shall be up to one year. In case of a Special Visiting Research Student enrolled in the Doctoral Course, however, extension of the said period may be permitted by the Dean of the Graduate School, depending on the progress of the research and subject to deliberation by the Faculty Council, if requested by the External Graduate School.
2. The period specified in the foregoing subsection shall not exceed one year in total in case of a student enrolled in the Master's Course.

#### Article 14 (Research guidance report)

Upon completion of research guidance to a Special Visiting Research Student, the Dean of the Graduate School shall issue a Research Guidance Report (Form No. 4) based on the report submitted by the research instructor.

#### Article 15 (Student ID card)

A Special Visiting Research Student shall be issued with a student ID card and carry it at all times.

#### Article 16 (Tuition fee)

1. A Special Visiting Research Student shall be exempted from payment of

screening and admission fees.

2. A Special Visiting Research Student who is enrolled in the graduate school of a national university shall not be liable to pay tuition fee for the research guidance provided by NAIST.

3. A Special Visiting Research Student who is enrolled in the graduate school of a public, private, or foreign university shall pay tuition fees for the research guidance provided by NAIST in the monthly amount of 29,700 yen, provided, however, that this provision shall not apply if waiver of tuition fee is agreed upon under an inter-university exchange arrangement.

4. If a Special Visiting Research Student receives research guidance at NAIST for longer than six months, the student shall pay the tuition fee stipulated in the foregoing subsection in two installments, for the first six-month term and for the remaining term, in the first month of the respective terms. If a Special Visiting Research Student receives research guidance at NAIST for less than six months, the student shall pay the tuition fee for the entire period in the first month thereof.

5. Tuition fees, once paid, shall not be refunded.

#### Article 17 (Withdrawal of permission)

The Dean of the Graduate School may withdraw the permission for a student to receive research guidance at NAIST as a Special Visiting Research Student, following consultation with the graduate school, if:

- (1) The research guidance program is unlikely to be completed;
- (2) The student has failed to comply with the regulations of NAIST or acted against the interests of NAIST; or
- (3) The student has failed to meet the purpose of the Special Visiting Research Student program.

#### Article 18 (Application of NAIST Regulations, etc.)

NAIST Regulations and other rules governing students of NAIST shall also apply to Special Visiting Research Students.

#### IV. Miscellaneous Provision

##### Article 19 (Miscellaneous provision)

Other matters relating to the treatment of Special Research Students and Special Visiting Research Students shall be decided through consultation between NAIST and the External Graduate School involved.

Supplementary provisions  
(Effective date)

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

(Transitional measures)

2. In case of amendment of these Regulations for the Special Research Students Exchange Program of the Nara Institute of Science and Technology, the Regulations before the amendment shall remain applicable to the Special Research Students and Special Visiting Research Students who are enrolled in NAIST as of March 31, 2004 and whose research guidance ends on or after April 1, 2004.

Supplementary provision

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

Supplementary provision

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

Supplementary provisions

(Effective date)

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

(Transitional measures)

2. For those students who enrolled in NAIST in the 2017 academic year or earlier, notwithstanding the revised Regulations for the Special Research Students Exchange Program of the Nara Institute of Science and Technology, the Regulations in force at the time of entrance shall remain applicable.

Supplementary provision

These Regulations shall come into effect on May 1, 2019.