

Nagoya Institute of Technology Regulations on the Treatment of Academic Guidance

(Regulations No. 3 June 8, 2011)

(Purpose)

Article 1 These regulations shall stipulate the necessary matters on the treatment of academic guidance at Nagoya Institute of Technology (hereinafter, “the Institute”).

(Definition)

Article 2 In these regulations, the meanings of the terms listed in the following items shall be stipulated in said items.

(1) Academic Guidance: “Academic Guidance” shall be a matter for which the Institute’s faculty members, etc., give guidance and advice based on their educational, research, and technical expertise upon entrustment from a company or another organization (hereinafter, “Consignor”). Therefore, Academic Guidance shall support Consignor’s duties or activities, and expenses required for Academic Guidance shall be covered by the relevant Consignor.

(2) Faculty Members, etc.: “Faculty Members, etc.,” are faculty members as defined in Article 2 of the Nagoya Institute of Technology Rules of Employment for Staff (established on April 1, 2004), specially-appointed faculty members as stipulated in Article 4 in the Nagoya Institute of Technology Rules of Employment for Fixed-term Employed Staff (established on September 11, 2007), and others approved by the President.

(3) Academic Mentors: “Academic Mentors” shall be Faculty Members, etc., who give academic guidance.

(Principle of Receiving Academic Guidance)

Article 3 Academic Guidance shall be received only when it is the same as or within the scope of the duties of the Faculty Members, etc., and when such guidance shall not cause hindrance to the original educational research.

(Conditions for Receiving Academic Guidance)

Article 4 When receiving Academic Guidance, the conditions listed in the items below shall be attached.

(1) Academic Guidance cannot be discontinued one-sidedly just because of the Consignor’s schedule.

(2) When an intellectual property, such as a patent, is produced in the process of Academic Guidance, the part that was contributed by the related Academic Mentor shall be attributed to the Institute.

(3) Consignors must pay the expenses required for Academic Guidance (hereinafter, “Academic Guidance Fee”) by the prescribed deadline.

(Application)

Article 5 A Consignor who applies for Academic Guidance shall submit a prescribed application form for Academic Guidance to the President.

(Decision on Receiving Academic Guidance)

Article 6 When an application for Academic Guidance is made, the President shall decide on whether or not Academic Guidance shall be received after the application is screened by Nagoya Institute of Technology Nagoya Institute of Technology Center for Social Contribution and Collaboration (hereinafter, the “Nagoya Institute of Technology Center for Social Contribution and Collaboration”).

2. When deciding on the receipt of Academic Guidance, the President shall notify the Consignor, Academic Mentors and the person in charge of contracts (hereinafter, “Person in Charge of Contracts”) as stipulated in Item 1, Clause 1, Article 6 of Nagoya Institute of Technology Regulations on Accounting (established on April 1, 2004).

(Associations with Collaborative research, etc.)

Article 7 The Nagoya Institute of Technology Center for Social Contribution and Collaboration, when the content of an application form for Academic Guidance is found to fall under one of the cases: collaborative research as defined in Item 2, Article 2 of the Regulations on the Treatment of Collaborative research with Organizations Outside Nagoya Institute of Technology (established on April 1, 2004); consigned research stipulated in Article 2 of Nagoya Institute of Technology Regulations on Consigned Research (established on April 1, 2004); licensing or disposition of intellectual property rights belonging to the Institute based on the Provisions in Article 3 of Nagoya Institute of Technology Regulations on Employee Inventions (established on April 1, 2004; hereinafter “Regulations on Employee Inventions”); or the supplying of corporeal results belonging to the Institute based on the Provisions in Article 3 of Nagoya Institute of Technology Regulations on the Treatment of Tangible Objects (established on October 12, 2005), shall notify the results to the Consignor, and discuss the treatment of the application.

(Conclusion of Contract)

Article 8 The Person in Charge of Contracts, based on the notification in Clause 2, Article 6, shall conclude a contract for Academic Guidance with the Consignor.

2. The Person in Charge of Contracts, after concluding a contract for Academic Guidance, shall notify

the President and Academic Mentors.

(Academic Guidance Fee)

Article 9 The amount of the Academic Guidance Fee shall be decided upon deliberation between the Nagoya Institute of Technology Center for Social Contribution and Collaboration and the Consignor.

2. Part or all of the Academic Guidance Fee shall be received before the implementation of the relevant Academic Guidance.

(Accounting for Academic Guidance Fees)

Article 10 All accounts of Academic Guidance Fees must be managed through the accounting of the Institute.

2. Academic Guidance Fees shall be allotted to the organizations listed in the items below. However, when direct expenses required to provide academic guidance, such as travel expenses, and expenses for consumables, are included in the Academic Guidance Fee, these expenses shall be excluded from the allotment.

(1) Organizations of the Institute designated by Academic Mentors: 70%

(2) The Institute: 30%

(Keeping Confidentiality)

Article 11 When providing Academic Guidance, Academic Mentors shall be able to make information provided or disclosed by, or learned in connection with the Consignor private after deliberation with the Consignor.

(Treatment of Intellectual Properties)

Article 12 The Provisions in Regulations on Employee Inventions shall be applied to the treatment of intellectual properties generated from the implementation of Academic Guidance.

(Administrative Matters)

Article 13 Administrative matters related to Academic Guidance shall be conducted at the Nagoya Institute of Technology Center for Social Contribution and Collaboration.

(Miscellaneous Provisions)

Article 14 Other than the Provisions of these Regulations, necessary matters concerning giving Academic Guidance shall be defined separately.

Supplementary Provisions

These regulations shall be enacted on June 8, 2011.