

## Nagoya Institute of Technology Regulations on Taking a Curriculum

Established on April 1, 2004

(Purpose)

**Article 1** These Regulations shall define necessary matters such as the curricula of, and course registration procedure from among, Day Courses and Evening Courses of the Faculty of Engineering of Nagoya Institute of Technology (hereinafter “the Institute”), based on the Regulations of Clause 1, Article 24 of the Nagoya Institute of Technology Rules (Established on April 1, 2004, hereinafter, “the Rules”).

(Curricula and Course Registration Procedure)

**Article 2** Subjects shall be classified into common subjects (Fundamental Science, Foundation of Manufacturing & Management, and Liberal Arts) and specialized subjects.

2. Based on the Regulations of Clause 2, Article 24 of the Rules, the following fields and courses shall be established in the Departments and Programs of the Day Courses.

Departments	Programs
Life Science and Applied Chemistry	Life and Materials Chemistry, Soft Materials, Advanced Ceramics
Physical Science and Engineering	Materials Function Program, Applied Physics
Electrical and Mechanical Engineering	Electrical and Electronic Engineering, Mechanical Engineering
Department of Computer Science	Computer Network Program, Computational Intelligence, Multimedia and Human Computer Interaction
Department of Civil Engineering and Systems Management	Architecture and Design, Civil and Environmental Engineering Program, Systems Management and Engineering Program
Program	Courses
Creative Engineering Program	Materials and Energy, Computer and Social Engineering

3 The five Day Course departments of Life Science and Applied Chemistry, Physical Science and Engineering, Electrical and Mechanical Engineering, Computer Science, and Architecture, Design, Civil Engineering and Industrial Management are

collectively referred to as the Advanced Engineering Program.

4. Subjects, No. of credits, and course registration procedure for the Day Courses are defined in the APPENDIX 1, and for the Evening Courses in the APPENDIX 2.

(Self-Designed Subjects)

**Article 3** Students in the Day Courses may acquire credits for specialized subjects as self-designed subjects from their own programs or other fields or departments.

(How to Calculate Credits)

**Article 4** Credits for subjects shall be calculated based on the Regulations in Article 23, of the Rules following the standards below.

- (1) Subjects in the forms of lectures and seminars for the Day Courses are defined in the APPENDIX 1, and for the Evening Courses in the APPENDIX 2, based on the Regulations in Item 1, Clause 1, Article 23 of the Rules.
  - (2) Subjects in such forms as experiments, practical training, drawing, and training for the Day Courses are defined in the APPENDIX 1, and for the Evening Courses in the APPENDIX 2, based on the Regulations in Item 2, Clause 1, Article 23 of the Rules.
2. Subject graduation research for the Day Courses is defined in the APPENDIX 1, and for the Evening Courses in the APPENDIX 2, based on the Regulations in Clause 2, Article 23 of the Rules.

(Class Hours)

**Article 5** A period shall last 45 minutes.

(Class Schedule)

**Article 6** Class schedules for the first and second semesters shall be posted at the beginning of the year with the subjects offered in each semester, the faculty members in charge of subjects, and the lecture rooms organized according to the year and semester.

(Course Registration)

**Article 7** Students must notify the subjects that they plan to take to the Student Center (hereinafter, “the Center”) at the beginning of each semester. In this case, the number of credits for those subjects shall not exceed the separately defined number of credits for the course registration according to departments and years.

2. When adding, changing, or cancelling subjects to take under unavoidable circumstances, students must notify the Center by the specified deadline after obtaining permission from the faculty members in charge of the relevant subjects.
3. The Center shall distribute the List of Enrollees to faculty members in charge of subjects, and the Course Registration Checklist to students.

(Limitation in Course Selection)

**Article 8** The Subjects as stated below shall not be available for course registration.

- (1) More than one subject among those starting in the same class hour.
- (2) Subjects from which students have already acquired credits

(Examinations)

**Article 9** The types of examinations shall be regular examinations, supplementary examinations, and re-examinations, which are held as follows:

- (1) Regular examinations shall be held at the end of each semester for subjects for which students have completed course registration stipulated in Article 7.
  - (2) Supplementary examinations shall be held for students who have not taken a regular examination under unavoidable circumstances.
  - (3) Re-examinations shall be held for students who have been graded as “Poor” for a regular examination or a supplementary examination.
2. Notwithstanding the Regulation in Item 1 of the previous Clause, depending on subject, learning status or results of examinations, which are given as required, can be replaced with a regular examination.
  3. Students who hope to take a supplementary examination or a re-examination in or after the following semester shall notify the Center after obtaining permission from the faculty members in charge of the relevant subjects.

(Academic Record)

**Article 10** Students’ academic record- for subjects shall be evaluated with one of five types of comment—“秀” (S/Excellent), “優” (A/Very good), “良” (B/Good), “可” (C/Fair), or “不可” (D/Poor). Students who have received a “Pass” with any of the grades of excellent, very good, good, and fair, shall be granted with the corresponding Grade Points (GP). When expedient, besides grading using grades of S, A, B, C, and D, grades for graduation research shall be indicated as either “合” (Pass) or “否” (Fail), which a grade of pass being passing.

2 The relationship between grading standards and Grade Points shall be as in the following table.

Grade	Grading standard	Score	Grade Points
Excellent (S)	Posts achievements that exceed the attainment goal	90 to 100	4
Very good (A)	Adequately meets the attainment goal	80 to 89	3
Good (B)	Meets the attainment goal	70 to 79	2
Fair (C)	Mostly meets the attainment goal	60 to 69	1

Poor (D)	Does not meet the attainment goal	59 or lower	0
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3. Academic performance for subjects shall be graded by the faculty members in charge of subjects after examining the relevant students' learning status.
4. Academic record shall be reported to the Center by the faculty members in charge of the relevant subjects with the submission of those students' Academic Report by the specified deadline.
5. Announcement of academic record shall be done on the specified day by distributing an Academic Report Card (copy) to students.
6. Notwithstanding the regulations in the previous clause, students' academic record may be announced with either "Pass" or "Fail" on the bulletin board.
7. Necessary matters on how to calculate the Grade Point Average (GPA) shall be defined separately.

(Granting Credits)

**Article 11** Students, who have taken subjects and passed an examination, shall be granted with the credits for the subjects defined in the APPENDIX 1 for Day Courses and the APPENDIX 2 for the Evening Courses.

(Graduation Research)

**Article 12** Students who hope to begin graduation research must have acquired the prescribed credits that are defined separately by each department.

2. Advising teachers for graduation research shall be designated by the Director in charge of the student's Department after consideration of the student's hope based on the graduation research themes.
3. Necessary matters for graduation research, such as guidelines for preparing a graduation research report, and the reviewing method shall be defined separately by Director of the Faculty of Engineering in charge of each department.
4. The reviewing results shall be reported to the Center by Director of the Faculty of Engineering in charge of each class by the specified deadline.
5. The reviewing results shall be announced on the bulletin board.

(Approval of Graduation)

**Article 13** The President shall approve the graduation of students who have been enrolled in a Day Course for at least four years or in an Evening Course at least five years, and have acquired subjects and the number of credits defined in the APPENDIX 3 after discussion by the Faculty Council.

2. When approving those students, who have been enrolled in an Evening Course for at least four years, have acquired the subjects and the number of credits defined in the APPENDIX 3 with excellent results, notwithstanding their length of enrolment as stated in the previous clause, the

President can approve graduation within five years of enrollment (hereinafter, “Early graduation”) after discussion by the Faculty Council.

3. Matters concerning early graduation shall be defined separately.

(Miscellaneous Provisions)

**Article 14** Other than matters stipulated in these regulations, necessary matters concerning curricula and course registration procedure shall be defined separately.

Supplementary Provisions

1. These Regulations shall be enacted on April 1, 2004.
2. Curricula, course registration procedure, and other related matters for students who were enrolled in Nagoya Institute of Technology before the day of enactment of these Regulations shall be based on the previous cases notwithstanding these Regulations. Those matters are listed in the table in Clause 1, Article 3 of the National School Establishment Law (Law No. 150 of 1949), which was abolished based on the Regulations of Article 2 of the Act on Arrangement of Relevant Acts Incidental to Enforcement of the National University Corporation Act, etc. (Law No. 113 of 2003).

Supplementary Provisions

These Regulations shall be enacted on April 1, 2005, and applied to those who have been enrolled in the Institute in and after fiscal 2004.

Supplementary Provisions

These Regulations shall be enacted on April 1, 2006, and applied to students who have been enrolled in an Evening Course of the Institute in and after fiscal 2004.

Supplementary Provisions

1. These Regulations shall be enacted on April 1, 2008.
2. Cases for those who were enrolled in the Institute before the day of enactment of these Regulations shall be based on the previous cases.
3. Notwithstanding the Regulations in the previous Clause, “Internship I” and “Internship II” of the Department of Computer Science listed in the APPENDIX 1 in the revised Regulations shall be applied to those who have been enrolled in the Institute in or after fiscal 2005, and “Surveying” and “Surveying Practical training” of the Department of Civil Engineering and Systems Management to those who have been enrolled in the Institute in or after fiscal 2006.

Supplementary Provisions

These Regulations shall be enacted on April 1, 2008, and applied to those who have been enrolled in the Institute in and after fiscal 2005.

Supplementary Provisions

1. These Regulations shall be enacted on April 1, 2008.
2. Cases for those who were enrolled in the Institute before the day of enactment of these Regulations shall be based on the previous cases notwithstanding the APPENDIX 2 after the

revision.

Supplementary Provisions

These Regulations shall be enacted on April 1, 2009, and applied to those who have been enrolled in the Institute in and after fiscal 2007.

Supplementary Provisions

1. These Regulations shall be enacted on April 1, 2009.
2. Cases for those who have been enrolled in the Institute before the day of enactment of these Regulations shall be based on the previous cases notwithstanding the revised Regulations.

Supplementary Provisions

These Regulations shall be enacted on December 2, 2009, and applied to those who have been enrolled in the Institute in and after fiscal 2008.

Supplementary Provisions

1. These Regulations shall be enacted on April 1, 2010.
2. Cases for those who were enrolled in the Institute before the day of the enactment of these Regulations shall be based on the previous cases notwithstanding the APPENDIX 2 after the revision.

Supplementary Provisions

These Regulations shall be enacted on April 1, 2011, and applied to those who have been enrolled in the Institute in and after fiscal 2010.

Supplementary Provisions (Regulation No. 12 December 5, 2012)

These Regulations shall be enacted on April 1, 2013, and applied to those who have been enrolled in the Institute in and after fiscal 2012.

Supplementary Provisions (Regulation No. 15 January 9, 2013)

These Regulations shall be enacted on April 1, 2013, and applied to those who have been enrolled in the Institute in and after fiscal 2012.

Supplementary Provisions (Regulation No. 24 March 4, 2014)

1. These Regulations shall be enacted on April 1, 2014.
2. Cases for those who have been enrolled in the Institute before the day of the enactment of these Regulations shall still be based on the previous cases.
3. Notwithstanding the Regulations in the previous Clause, "Design Management Theory" of the Department of Architecture and Design listed in the APPENDIX 1 of the revised Regulations shall be applied to those who have been enrolled in the Institute in and after fiscal 2012, and the appended chart of the APPENDIX 3 after the revision to those who are currently enrolled in the Institute.

Supplementary Provision (Rules No. 21, December 3, 2014)

- 1 These Rules shall come into effect on April 1, 2015.
- 2 For students admitted to the Institute before these rules came into effect, the provisions then in force shall remain applicable.
- 3 The provisions of the previous paragraph notwithstanding, the Department of

Computer Science’s “Information and Communications Technology Policy” and the Department of Civil Engineering and Systems Management’s “Operations Research” and “Environmental Ecology” in the revised Appendix Table 1 shall apply for students admitted in AY2013 on. The Department of Civil and Environmental Engineering’s “Surveying” and “Construction Management” in the revised Appendix Table 2 shall apply to students admitted in AY2013 and AY2012 respectively.

Supplementary Provision (Rules No. 43, January 7, 2015)

- 1 These Rules shall come into effect on April 1, 2015.
- 2 For students admitted to the Institute before these rules came into effect, the provisions then in force shall remain applicable.
- 3 The provisions of the previous paragraph notwithstanding, “Developmental Psychology” in the revised Appendix Table 1 shall apply to students admitted in AY2014 on, and “Interpersonal Communication” in the revised Appendix Table 2 shall apply to students admitted in AY2013 on.

Supplementary Provision (Rules No. 19, March 2, 2015)

- 1 These Rules shall come into effect on April 1, 2016.
- 2 Regarding students admitted to the Institute before these rules came into effect, the provisions then in force shall remain applicable for students who gained mid-course admission or transfer in AY2016 and students who gained mid-course admission or transfer into the 3rd year of study in AY2017.

Supplementary Provision (Rules No. 8, December 5, 2018)

- 1 These Rules shall come into effect on April 1, 2019.
- 2 For students admitted to the Institute before these rules came into effect, the provisions then in force shall remain applicable.
- 3 The provisions of the previous paragraph notwithstanding, “Value Creation Theory” in the revised Appendix Table 1 shall apply to students admitted in AY2016 on; “Modern History” and “Lifelong Learning Theory” in the revised Appendix Table 2 shall apply to students admitted in AY2018 and AY2017 on respectively.

Supplementary Provision (Rules No. 25, March 11, 2019)

These Rules shall come into effect on April 1, 2019.

Supplementary Provision (Rules No. 14, September 4, 2019)

- 1 These Rules shall come into effect on April 1, 2020.
- 2 For students admitted to the Institute before these rules came into effect, the provisions then in force shall remain applicable.
- 3 The provisions of the previous paragraph notwithstanding, “Leadership” and “Information Technology Literacy and Society” in the revised Appendix Table 1 shall apply to students admitted in AY2018 on.

Supplementary Provision (Rules No. 11, December 2, 2020)

- 1 These Rules shall come into effect on April 1, 2021.

2 For students admitted to the Institute before these rules came into effect, the provisions then in force shall remain applicable.

3 The provisions of the previous paragraph notwithstanding, “Sustainability Environmental Studies” in the revised Appendix Table 1 shall apply to students admitted from AY2019 on.

Supplementary Provision (Rules No. 14, January 6, 2021)

These Rules shall come into effect on April 1, 2021.

Supplementary Provision (Rules No. 2, June 2, 2021)

These Rules shall come into effect on June 2, 2021 and shall apply from April 1, 2021.

**APPENDIX:** Omitted