

# Hiroshima University By-Laws of the Graduate School of Humanities and Social Sciences

## Hiroshima University By-Laws of the Graduate School of Humanities and Social Sciences

### Aim:

Article 1. These By-laws prescribe necessary matters for the studying of students of the Hiroshima University Graduate School of Humanities and Social Sciences (hereinafter referred to as the “GSHS”), in addition to the provisions of the Hiroshima University Graduate School Regulations (January 15, 2008, Regulation No. 2; hereinafter referred to as the “Graduate School Regulations”).

### Purposes of Education and Research:

Article 2. The purposes of the education and research of the GSHS and its divisions shall be as specified in the following table.

Division, etc.	Purpose of Education and Training
GSHS	The GSHS has two missions: science exploration in various fields that contributes to human beings and societies and the construction of a sustainable and peaceful world through education. In line with these missions, the GSHS seeks to develop human resources so as to enable them to have profound intelligence regarding human beings and societies and a strong interest in fields outside their own fields of specialization, and to cooperate with specialists in other fields including natural science and life science and thereby create a human society of the future.
Division of Humanities and Social Sciences	(Master’s Course) This course seeks to develop human resources so as to enable them to have global perspectives and interest in other domains and to review value in the current society and create new value with the aim of constructing a sustainable and peaceful world. (Doctoral Course) This course seeks to develop human resources so as to enable them to have global perspectives and interest in other domains and to review value in the current society and create new value as a leader driving forward the construction of a sustainable and peaceful world.
Division of Educational Sciences	(Master’s Course) This course seeks to develop human resources so as to enable them to have a global point of view and profound insight into diverse issues facing mankind and to engage in the creation of a human society for the future through education. (Doctoral Course) This course seeks to develop human resources so as to enable them to have a global point of view and profound insight into diverse issues facing mankind, and to lead, as social leaders, the creation of a human society for the future through education.
Division of Professional Development for Teachers and School Leaders	(Professional Degree Program) This program trains high-level professionals such as new teachers who will potentially serve as key members in creating new types of schools, middle leaders who play core roles in the creation of new schools, and school leaders who are capable of promoting, and taking a leading role in, the creation of schools for the future.

(Professional Degree Program)

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	<p>even in conflict-of-interest cases which are unprecedented or to which there are no applicable legal provisions; (iii) their deep insight into and ability to understand human beings and society as “a doctor for the social lives of citizens” to satisfy the need for fulfilling legal services and legal support; and (iv) their capability to continue to polish their intellect and regularly devote themselves to their studies while engaging in honest introspection of their daily activities with a profound awareness of their responsibilities as highly advanced professionals.</p>
<p>Joint International Master’s Programme in Sustainable Development (Hiroshima University and University of Graz)</p>	<p>(Master’s Course)  This course seeks to foster human resources who possess the ability to conduct research and engage in practice based on the fundamental principles of international cooperation in development studies and through social science approaches so as to help solve the pressing regional and global issues related to the achievement of sustainable development goals (SDGs), particularly poverty reduction, and who have excellent collaboration and communication skills and exhibit high employability in the international labor market of universities, research institutions, government organizations, international organizations, private sectors, NGOs, etc.</p>

Degree Programs:

Article 3. The degree programs listed in the following items shall be established under the Division of Humanities and Social Sciences:

- [1] Humanities Program;
- [2] Psychology Program;
- [3] Law and Politics Program;
- [4] Economics Program;
- [5] Management Sciences Program;
- [6] International Peace and Co-existence Program;
- [7] International Economic Development Program; and
- [8] Integrated Arts and Human Sciences Program.

(2) The degree programs listed in the following items shall be established under the Division of Educational Sciences:

- [1] Educational Design for Teacher Educators Program;
- [2] Educational Studies Program;
- [3] Teaching Japanese as a Second Language Program; and
- [4] International Education Development Program.

(3) The Professional Development Program for Teachers and School Leaders shall be established under the Division of Professional Development for Teachers and School Leaders.

(4) The Program in Law School shall be established under the Law School.

(5) Students (excluding students in the Joint International Master’s Programme in Sustainable Development (Hiroshima University and University of Graz); hereinafter referred to as the “Joint International Master’s Programme in Sustainable Development”) shall major in one of the degree programs listed in the preceding paragraphs.

Courses:

Article 4. The Advanced Psychology Research Course and the Clinical Psychology Practice & Research Course shall be established under the Psychology Program in the Division of Humanities and Social Sciences (master’s courses).

(2) The Educational Studies Course and the Higher Education Studies Course shall be established under the Educational Studies Program in the Division of Educational Sciences.

(3) The School Management Course and the Education Practice Development Course shall be established under the Professional Development Program for Teachers and School Leaders in the Division of Professional Development for Teachers and School Leaders.

(4) Educational programs other than the degree programs listed in Paragraph 1 may be established. The methods of completion, etc. for such educational programs shall be prescribed separately.

Curricula:

Article 5. The curricula of the GSHS shall be as specified in Appended Tables 1 through 4.

Class Subjects:

Article 6. Lectures and seminars established under the GSHS and the number of credits awarded for these lectures and seminars shall be as specified in Appended Tables 1 through 4.

(2) The timetable for lectures and seminars is announced at the beginning of each academic year.

Calculation Standards for the Number of Credits:

Article 7. The number of credits to be awarded for class subjects shall be calculated on the basis of the following standards:

[1] a credit shall be awarded for 15 hours of lectures;

[2] a credit shall be awarded for 15 hours or 30 hours of seminars; and

[3] a credit shall be awarded for 30 hours, 40 hours, or 45 hours of experiments and practical course work.

(2) With regard to the calculation of the number of credits to be awarded when a class subject is delivered by combining two or more methods, the hours of each of these methods shall be set with the standards set forth in the preceding paragraph taken into account so that a credit of the class subject consists of content that requires 45 hours of study.

Completion of Courses:

Article 8. Students (excluding those in the Law School; the same applies hereinafter in this Article) shall decide, under the instructions of their supervisors, which class subjects to take, and complete the prescribed procedures within the period specified for each semester.

(2) Students who fail to complete the prescribed procedures set forth in the preceding paragraph shall not be permitted to take their class subjects; provided, however, that only in cases where special circumstances are found to exist, the student concerned may be permitted to take a class subject upon obtaining the approval of the teacher in charge of the class subject.

Article 8-2. With regard to the number of credits to be acquired for course completion, the upper limit of credits for which a student in a master's course may enroll in class subjects during a given semester shall be 26 credits, excluding those credits to be awarded for class subjects in an intensive course of lectures.

(2) Notwithstanding the provisions of the preceding paragraph, for a student who is recognized as having acquired predetermined credits with excellent results during a given semester as provided for separately, the number of credits for which he/she may enroll in class subjects for the next semester may exceed the upper limit.

Article 9. The upper limit of credits for which a student in the Division of Professional Development for Teachers and School Leaders may enroll in class subjects during a given year shall be 40 credits excluding those credits to be awarded for exercise subjects.

Article 10. Students in the Law School shall decide, under the instructions of their tutors, which class subjects to take, and complete the prescribed procedures within the period specified for each semester.

(2) In principle, the upper limit of credits for which a student in the Law School may enroll in class subjects during a given year shall be 36 credits for the first year, 36 credits for the second year (or 37 credits for a student who is to participate in an externship), and 44 credits for the third year; provided, however, that for a student who has enrolled in the Law School after completing the accredited Coordinated Introductory Law Programs (including courses at universities that have concluded an accredited Jurist Training Coordination Agreement only with law schools other than the Law School; the same applies in Article 18, Paragraph 2) and

a student recognized by the GSHS as a person who is expected to acquire the credits for class subjects he/she has enrolled in with excellent performance in light of the standards separately prescribed, the upper limit of credits that may be acquired by completing class subjects during a given year shall be 44 credits.

(3) Others, for the promotion and the credit acquisition of students in the Law School shall be as prescribed by the Law School

Article 11. A student may, if it is deemed necessary for him/her to do so by his/her supervisor (or his/her tutor in the case where the student belongs to the Law School), take class subjects of other graduate schools in accordance with what is prescribed by those graduate schools.

Article 12. If a student of a graduate school other than the GSHS intends to enroll in any class subject of the GSHS, the student shall, upon obtaining the approval of the teacher in charge of the class subject, complete the prescribed procedures within the period specified for each semester.

Supervisor:

Article 13. For the purpose of providing study guidance and research instructions in relation to class subjects, the Faculty Meeting shall designate a supervisor and two or more subadvisors for each student (except for students of the Law School; the same applies hereinafter in this Article) after his/her admission to the GSHS; provided, however, that one of the subadvisors shall be a teacher in a different field of specialization from the field of the supervisor.

(2) Notwithstanding the provisions of the preceding paragraph, the Faculty Meeting shall designate a supervisor and one or more subadvisor(s) for each student in the Joint International Master's Programme in Sustainable Development.

(3) If a student wishes to change his/her supervisor, the student shall first make a request to the Dean of the GSHS upon receiving the approval of the relevant supervisor, and then obtain the approval of the Dean; provided, however, that if there are special circumstances, the student may make a request directly to the Dean.

Tutor:

Article 14. For the purpose of providing study guidance, etc. in relation to class subjects, the Dean of the GSHS shall designate a tutor for each student of the Law School promptly after his/her admission to the GSHS.

Research Topic:

Article 15. Students (excluding those in the Law School) shall, under the instructions of their supervisors, notify the Dean of the GSHS of their respective research topics promptly after their admission to the GSHS.

Special Cases of Educational Methods:

Article 16. If the Dean of the GSHS, through deliberation by the Faculty Meeting, deems it especially necessary in terms of education, the education of the GSHS may be carried out in a suitable manner such as by conducting classes or providing research instructions at night or at other specific hours or specific times of the year.

Long-term Completion of Curricula:

Article 17. The completion of a curriculum over a long period shall be handled in accordance with the Hiroshima University By-Laws on the Treatment of Long-term Completion of Curricula (April 1, 2004; approved by the Vice President (Education/Student)).

(2) The longest period allowed for long-term completion of a curriculum shall be four years for a master's course, and six years for a doctoral course and the Law School.

Student Exchange and Studying Abroad, etc.:

Article 17-2. If it is deemed educationally beneficial, the GSHS may regard credits acquired by completing class subjects in the curriculum of other graduate schools (including foreign graduate schools and the United Nations University) as those acquired by completing class subjects offered by the GSHS, through deliberation by the Faculty Meeting, to an extent not exceeding 15 credits (22 credits for students in the Division of Professional Development for Teachers and School Leaders and 36 credits for students in the Law School).

(2) The stipulations set forth in the preceding paragraph shall apply mutatis mutandis in cases where students (excluding those in the Division of Professional Development for Teachers and School Leaders) complete class subjects conducted by a foreign graduate school by correspondence education in Japan.

(3) The number of credits that may be regarded as acquired pursuant to the provisions of the preceding two paragraphs shall not exceed 15 credits in total (22 credits for students in the Division of Professional Development for Teachers and School Leaders and 36 credits for students in the Law School).

#### Approval of Credits Acquired Prior to Admission:

Article 18. If it is deemed educationally beneficial, the GSHS may regard credits acquired by completing class subjects in the curriculum of other graduate schools (including foreign graduate schools) prior to being admitted to the GSHS (including credits acquired as a credit auditor) as those acquired by completing class subjects offered by ~~GSHS~~ ~~GSHS~~.

(2) The number of credits that may be regarded as acquired pursuant to the provisions of the preceding paragraph, other than credits acquired at the GSHS (including those acquired as a credit auditor), and, except in the case of a school transfer, shall not exceed 15 credits (in the case of a student in the Division of Professional Development for Teachers and School Leaders, that number of credits, together with those regarded as acquired under Paragraphs 1 and 2 of the preceding article, shall not exceed 22 credits, and in the case of a student in the Law School, that number of credits, together with those



Article 21. Notwithstanding the provisions of the preceding article, a student in the Hiroshima University Graduate School Leader Education Program prescribed in Article 25-3, Paragraph 1 of the Graduate School Regulations may complete his/her program by passing the following examination and review in lieu of passing the screening of a master's thesis and the final examination:

- [1] an examination of advanced-level specialized knowledge and capabilities in the major field of study, and of fundamental knowledge that is in fields related to the major field of study and should be acquired or cultivated during the master's program; and
- [2] review of the abilities that are necessary for independently executing research related to the student's doctoral dissertation and should be acquired during the master's program.

Completion Requirements for Doctoral Courses:

Article 22. The completion requirements for a doctoral course shall be enrollment in the doctoral course for at least three years, completion of the class subjects specified in Appended Table 2 and acquisition of 10 or more credits, submission of a doctoral dissertation during the enrollment period after receiving required research instructions, and passing of the dissertation screening and final examination; provided, however, that with regard to the period of enrollment in the course and the credits for completed class subjects, an enrollment period of one year or more in the course (or three years or more for a student who has completed a master's course or the first term of the doctoral course within an enrollment period of less than two years; and these three years shall include the period of enrollment in the master's course or the first term of the doctoral course) is sufficient for a student recognized by the Dean of the GSHS through deliberations in the Faculty Meeting as having demonstrated an outstanding achievement.

Completion Requirements for the Professional Degree Program (the Division of Professional Development for Teachers and School Leaders):

Article 23. The completion requirements for the professional degree program (the Division of Professional Development for Teachers and School Leaders) shall be enrollment in the program for at least two years, completion of the class subjects specified in Appended Table 3 and acquisition of 49 or more credits, submission of a study report on a theme during the enrollment period and passing of the screening of the report.

Completion Requirements for the Professional Degree Program (the Law School):

Article 24. The completion requirements for the professional degree program (the Law School) shall be enrollment in the program for at least three years and acquisition of 99 or more credits in accordance with Appended Table 4; provided, however, that the enrollment period of a student whose credits acquired prior to being admitted to the program have been approved may be reduced by a period equivalent to the number of the acquired credits and up to one year.

- (2) Notwithstanding the provisions of the preceding paragraph, the completion requirements applicable to a student with previous law-learning experience (a student recognized as having the fundamental knowledge of legal studies deemed necessary for the major) shall be enrollment in the program for at least two years and acquisition of 77 or more credits in accordance with Appended Table 4 by shortening his/her enrollment period by one year and regarding 22 credits as those having been acquired in said period.
- (3) In the case of a student with previous law-learning experience, the number of credits that may be regarded as those

Completion Requirements for Master's Courses: (Joint International Master's Programme in Sustainable Development (Hiroshima University and University of Graz)):

Article 24-2. The completion requirements for a master's course (Joint International Master's Programme in Sustainable Development) shall be enrollment in the course for at least two years, completion of the class subjects specified in Appended Table 5, acquisition of 60 or more credits in total, including 30 or more credits awarded for lectures and seminars established under Hiroshima University and 30 or more credits awarded for lectures and seminars under the University of Graz, submission of a master's thesis during the enrollment period after receiving the required research instructions, and passing of the thesis screening and final examination.

(2) The number of credits specified in the preceding paragraph shall not include the credits regarded as acquired in accordance with the provisions of Article 17-2 or Article 18.

(Shortened Enrollment Period in Graduate Schools):

Article 24-3. In cases where credits acquired prior to being admitted to the GSHS are regarded as those acquired by completing class subjects offered by the GSHS in accordance with the provisions of Article 18-1 (limited to credits acquired after obtaining the eligibility for admission to the GSHS under Article 102, Paragraph 1 of the School Education Act (Act No. 26 of 1947)), if the student concerned is deemed to have completed a part of the curriculum of the GSHS master's course through the acquisition of said credits, he/she may be recognized as having attended the GSHS for a certain period of time defined by the GSHS, to an extent not exceeding one year of study, in light of the number of said acquired credits and the duration of study required for the acquisition of the credits. Provided, however, that even in this case, an enrollment period in the course concerned for at least one or more year(s) shall be required.

(2) The provisions of the preceding paragraph shall not apply to the period of enrollment in the second term of a doctoral course as specified in Article 22 applicable to students who have completed a master's course or the first term of a doctoral course.

Submission of Dissertations, etc.:

Article 25. Students in master's courses shall, upon obtaining the approval of their supervisors, submit to the Dean of the GSHS their thesis title form or study title form on a specific theme, and their master's thesis or study outcome report on a specific theme, by the separately designated, respective due dates for the form and thesis/report.

Article 26. Students in doctoral courses shall, upon obtaining the approval of their supervisors, submit to the Dean of the GSHS their doctoral dissertation by the separately designated due date.

Screening of Dissertations, etc.:

Article 27. The screening of dissertations, etc. shall be as provided for in the Hiroshima University Degree Regulations (April 1, 2004, Regulation No. 8) and the Regulations of the Graduate School of Humanities and Social Sciences Concerning the Conferral of Degrees (April 1, 2020; approved by the Dean of the GSHS).

Final Examination:

Article 28. The final examination of master's courses and doctoral courses shall be held for students who have acquired the prescribed credits, received the necessary research instructions, and submitted their prescribed thesis/dissertation.

(2) The date of the final examination and its method shall be announced in advance.

Re-admission:

Article 29. A person who has withdrawn from a master's course, doctoral course, or professional degree program and wishes to be re-admitted may apply, through deliberations in the Faculty Meeting, to the



President for re-admission only at the start of each semester. In such case, the period of study and period of enrollment of a re-admitted person shall be separately prescribed.

- (2) Academic tests may be held as required for an applicant for re-admission.
- (3) A re-admitted person shall be re-admitted to the same division as the one that he/she belonged to prior to withdrawal, and he/she shall major in the same degree program as the one that he/she majored in prior to withdrawal.

Leave of Absence:

Article 30. A student who intends to take a leave of absence shall follow the prescribed procedure and obtain permission from the Dean of the GSHS.

Withdrawal:

Article 31. A student who intends to withdraw from the University shall follow the prescribed procedure and obtain permission from the President.

Transfer:

Article 32. A student who intends to transfer to another graduate school shall follow the prescribed procedure and apply to the President for such transfer.

- (2) A student wishing to transfer from a course at another graduate

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Supplementary Provisions (Partial Revision on October 28, 2021)

- (1) These By-laws shall come into effect from October 28, 2021 and the provisions of the revised Hiroshima University By-Laws of the Graduate School of Humanities and Social Sciences shall apply from April 1, 2021.
- (2) Notwithstanding the provisions of the revised Hiroshima University By-Laws of the Graduate School of Humanities and Social Sciences, the curricula of the Joint International Master's Programme in Sustainable Development (Hiroshima University and University of Graz) then in force shall remain applicable for students who entered the graduate school in AY 2020.

Supplementary Provisions (Partial Revision on March 24, 2022)

- (1) These By-laws shall come into effect from April 1, 2022.
- (2) Notwithstanding the provisions of the revised Hiroshima University By-Laws of the Graduate School of Humanities and Social Sciences, the curricula, etc. then in force shall remain applicable for students who entered the graduate school in or before AY 2021.

Supplementary Provisions (Partial Revision on September 22, 2022)

- (1) These By-laws shall come into effect from October 1, 2022.
- (2) Notwithstanding the provisions of the revised Hiroshima University By-Laws of the Graduate School of Humanities and Social Sciences, the curricula of the Joint International Master's Programme in Sustainable Development (Hiroshima University and University of Graz) then in force shall remain applicable for students who entered the graduate school in or before AY 2021.

Supplementary Provisions (Partial Revision on March 31, 2023)

- (1) These By-laws shall come into effect from April 1, 2023.
- (2) Notwithstanding the provisions of the revised Hiroshima University By-Laws of the Graduate School of Humanities and Social Sciences, the curricula, etc. then in force shall remain applicable for students who entered the graduate school in or before AY 2022.

Supplementary Provisions (Partial Revision on April 27, 2023)

- (1) These By-laws shall come into effect from April 27, 2023 and the provisions of the revised Hiroshima University By-Laws of the Graduate School of Humanities and Social Sciences (hereinafter referred to as the "new By-Laws") shall apply from April 1, 2023.
- (2) Notwithstanding the provisions of the new By-Laws, the curricula, etc. then in force shall remain applicable for students who entered the graduate school in or before AY 2022.