

Ritsumeikan University Regulations on Curricular Classes

March 19, 2010
Regulations No. 849

(Purpose)

Article 1. These regulations prescribe necessary matters concerning the conduct of curricular classes pursuant to the Ritsumeikan University Regulations and Ritsumeikan University Graduate School Regulations.

(Class hours)

Article 2. Regular classes shall be held in the hours set forth below. However, class hours for intensive teaching and irregular class hours shall be prescribed by the Colleges and Graduate Schools.

	Period	Colleges and Graduate Schools other than those listed on the right	College of Science and Engineering, College of Information Science and Engineering, College of Pharmaceutical Science, College of Life Sciences, Graduate School of Science and Engineering, Graduate School of Information Science and Engineering, Graduate School of Life Sciences, Graduate School of Pharmacy)
Class times	1st period	9:00 to 10:00	9 : 00 ~ 9 : 45
	2nd period	10:40 to 12:10	9 : 45 ~ 10 : 30
	3rd period	13:00 to 14:30	10 : 40 ~ 11 : 25
	4th period	14:40 to 16:10	11 : 25 ~ 12 : 10
	5th period	16: 20 to 17:50	13 : 00 ~ 13 : 45
	6th period	18:00 to 19:30	13 : 45 ~ 14 : 30
	7th period	19:40 to 21:10	14 : 40 ~ 15 : 25
	8th period		15 : 25 ~ 16 : 10
	9th period		16 : 20 ~ 17 : 05
	10th period		17 : 05 ~ 17 : 50
	11th period		18 : 00 ~ 18 : 45
	12th period		18 : 45 ~ 19 : 30
	13th period		19 : 40 ~ 20 : 25
	14th period		20 : 25 ~ 21 : 10

Article 3. Deleted

(Conduct of classes in the event of a storm warning or emergency weather warning or in the event of public transport disruptions due to inclement weather)

Article 4. In the event that a storm warning or emergency weather warning is issued or

in the event that public transport is disrupted due to inclement weather, classes shall be conducted as set forth in Annexure 1.

2. In the event that a storm warning or emergency weather warning is issued during Final examinations or Make-up examinations, examinations shall be conducted as prescribed the preceding paragraph.

Article 5. In the event that a class is cancelled pursuant to a disruption in public transport services or a storm warning or emergency weather warning, distance education classes shall be handled as follows.

(1) If the cancellation is ordered at the source campus for transmission of the distance education class, the class shall be cancelled on all campuses.

(2) If the cancellation is ordered at one of the campuses receiving transmission of the distance education class, the class on that campus only shall be cancelled and the transmission shall not be implemented to that campus. The class shall proceed as usual on other receiving campuses.

(Conduct of classes in the event of a storm warning or emergency weather warning or in the event of public transport disruptions due to inclement weather)

2. In addition to the provisions in Article 2, matters concerning conduct not included in these Regulations shall be determined by the President.

(Definition of officially approved absence)

Article 6. "Officially approved absence" means an absence from class that is not counted as non-attendance, and applies to persons who satisfy the conditions prescribed in Article 7 and complete the procedures set forth in Article 9.

(Eligibility officially approved absence)

Article 7. A person to whom any of the following clauses apply is eligible to seek officially approved absence.

(1) Absence from class to undertake practicum in a certification class offered as part of the regular curriculum:

a) Teaching practicum

b) Care-giving experience

c) Onsite training in a certified social worker education program

d) Japanese language teaching practicum

e) Museum curator practicum

f) Onsite training in a certified psychiatric social worker education program

(2) Performance of obligations as a lay judge pursuant to the Act on Criminal Trials Examined under Lay Judge System

(3) Special measures were deemed necessary by the Academic Affairs Committee

(Period of officially approved absence)

Article 8. The period of an officially approved absence shall be as follows.

(1) In the case of clause (1) of the preceding article: The period necessary to undertake the practicum

(2) In the case of clause (2) of the preceding article: The period nominated by the court

(3) In the case of clause (3) of the preceding article: The period deemed necessary by the Academic Affairs Committee

2. The College Dean or Graduate School Dean may add extra days as necessary to the above period in cases that involve remote locations or that are judged to constitute

special grounds.

(Procedures for officially approved absence)

Article 9. A person seeking officially approved absence shall submit to the administrative office of their affiliated college or graduate school, or responsible office of the same, a notice of officially approved absence and official documents issued by the host organization that clearly show the period involved.

2. The College Dean or Graduate School Dean shall review the submitted documents, and if the approval is granted, proof of approval shall be affixed to the notice of officially approved absence or a certificate of officially approved absence shall be issued and said notice or certificate delivered to the applicant.

3. The student shall submit to their class instructor the approved notice of officially approved absence or the certificate of officially approved absence.

(Class attendance in case of officially approved absence)

Article 10. Class instructors shall not record an absence from class during a period of officially approved absence as a non-attendance, and shall not count classes during such a period for attendance requirements.

(Classes upon completion of study abroad or domestic exchange)

Article 11. In the event that a student does not complete a study abroad or domestic exchange by the first day of class, the student shall not be permitted to take the subject in question. However, this provision does not apply to subjects which the College or Graduate School Faculty Council has allowed the student to take.

(Special measure for interrupted study in year-long subjects)

Article 12. If judged necessary by the College or Graduate School Faculty Council, a student whose study in a year-long subject is interrupted due to study abroad or domestic exchange may be permitted to resume that subject upon completion of his/her study abroad or domestic exchange.

(Amendment and abolition)

Article 13. Amendment and abolition of these regulations shall be determined by the University Senate.

Supplementary Provision

1. These regulations are effective from April 1, 2010.

2. Notwithstanding the preceding paragraph, Article 11 shall only apply to those who undertake study abroad or domestic exchange in the 2011 academic year or thereafter.

Supplementary Provision (Amendment following zoning change for storm warnings, June 25, 2010)

These regulations are effective from June 25, 2010.

Supplementary Provision (Partial amendment following change to the name of Academia @Osaka, February 18, 2011)

These regulations are effective from February 18, 2011, and apply from January 1, 2011.

Supplementary Provision (Amendment following complete revision of the Graduate School Regulations and abolition of the Professional Graduate School Regulations, January 27, 2012)

These regulations are effective from April 1, 2012.

Supplementary Provision (Partial amendment following establishment of the Academic Affairs Board, March 16, 2012)

These regulations are effective from April 1, 2012.

Supplementary Provision (Partial amendment following addition of emergency weather warning, establishment of the Graduate School of Pharmacy, and opening of the Osaka Ibaraki campus, March 3, 2014)

These regulations are effective from April 1, 2014.

Supplementary Provision (Opening of the Osaka Ibaraki campus, November 17, 2014)

These regulations are effective from April 1, 2015.

Supplementary Provision (Partial amendment following change to Conduct of classes in the event of a storm warning or emergency weather warning or in the event of public transport disruptions due to inclement weather, and the addition of conduct of classes in cases not included in these Regulations, January 25, 2016)

These regulations are effective from January 29, 2016.

Supplementary Provision (Partial amendments following changes to eligibility requirements of officially approved absence, establishment of the College of Gastronomy Management, and name changes to public transportation, June, 8, 2018.)

These regulations are effective as of June 8, 2018, and apply from April 1, 2018.

Annexure 1 (related to Article 4.)

1. Kinugasa Campus and Suzaku Campus

Classes will be cancelled	<ol style="list-style-type: none">1. A storm warning or emergency weather warning is issued for Kyoto City or the Kyoto-Kameoka district. If the storm warning or emergency weather warning is still in place at 15:00, all classes on that day shall be cancelled.2. The operation status of public transportation falls under any of the following.<ol style="list-style-type: none">(1) Suspension of all Kyoto City Bus services. If services have not resumed as of 15:00, all classes on that day shall be cancelled.(2) Suspension of public transport services by at least three of the following operators, even if Kyoto City Bus services are still operating: JR West Japan (between Osaka and Kusatsu), Hankyu, Keihan, and Kintetsu. If two or more of these four operators have not resumed services as of 15:00, all classes on that day shall be cancelled.3. If classes have already started in the event of either of the previous two paragraphs, classes will be cancelled from the next class period.
Resumption of classes	<ol style="list-style-type: none">1. In the following cases, classes shall resume according to the table below.<ol style="list-style-type: none">(1) The storm warning or emergency weather warning is cancelled(2) Kyoto City Bus services are operating or resume their services, and at least two out of the four public railroad transportation services (JR West between Osaka and Kusatsu, Hankyu between Umeda and Kawaramachi, Keihan, and Kintetsu) operating throughout Kyoto City also resume,

	Time	Class Period
	By 6 : 30	1st period
	By 10 : 00	3rd period
	By 12 : 00	4th period
	By 15 : 00	6th period
2. Classes that are held over two or more successive class periods shall not be commenced from the second or subsequent successive period.		

2. Biwako-Kusatsu Campus

Classes will be cancelled	<p>1. A storm warning or emergency weather warning is issued for the Kusatsu City or the South Ohmi district. If the storm warning or emergency weather warning is still in place at 15:00, all classes on that day shall be cancelled.</p> <p>2. JR West services between Kyoto and Maibara are suspended. If services have not resumed by 15:00, all classes on that day shall be cancelled.</p> <p>3. If classes have already started in the event of either of the previous two paragraphs, classes will be cancelled from the next class period.</p>																		
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3. Osaka Ibaraki Campus

Classes will be cancelled	<p>1. A storm warning or emergency weather warning is issued for the Ibaraki City or North Osaka district. If the storm warning or emergency weather warning is still in place at 15:00, all classes on that day shall be cancelled.</p> <p>2. If both the JR West train service between Osaka and Kusatsu, and Hankyu train service between Umeda and Kawaramachi are suspended.</p> <p>3. If classes have already started in the event of either of the previous two paragraphs, classes will be cancelled from the next class period.</p>										
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4. Osaka Umeda Campus

Classes will be cancelled	<p>1. A storm warning or emergency weather warning is issued for Osaka City. If the storm warning or emergency weather warning is still in place at 15:00, all classes on that day shall be cancelled.</p> <p>2. The operation status of public transportation falls under any of the following. If services have not resumed by 15:00, all classes on that day shall be cancelled.</p> <p>(1) All Osaka City Bus and Osaka Metro services are suspended.</p> <p>(2) At least four out of the six public railroad transportation services (JR West, Hankyu, Keihan, Kintetsu, Hanshin, and Nankai) operating throughout Osaka City are suspended</p> <p>3. If classes have already started in the event of either of the previous two paragraphs, classes will be cancelled from the next class period.</p>						
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	Information Science, Graduate School of Management	
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