

March 19, 2021

To: Students

Vice President for Education  
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Special measures that take into account the impact of the spread of  
COVID-19 for AY 2021

In light of the possibility that students may suffer various disadvantages due to the effects on the writing of the thesis, etc. caused by the worsening economic condition of families and difficulty in ensuring a satisfactory learning environment, and difficulty to go to Japan or study overseas with the recent spread of COVID-19, special measures concerning status change including leave of absence, withdrawal from the university, etc. and the tuition waiver, deferment of tuition, etc. involved for AY 2021 have been established. Those who would be interested in the following measures should immediately confirm the application procedures, etc. with the person in charge of academic affairs in the affiliated academic service office.

Remarks

**【Special measures concerning leave of absence】**

1. Retroactive application of the leave of absence

If you are interested in taking a leave of absence due to the spread of COVID-19, it has become possible to take the leave of absence retroactively with the permission of the head of the affiliated educational organization, etc. Furthermore, if taking a leave of absence for said reason, it is possible to take the leave of absence beyond the ordinary period of the leave of absence provided for in the undergraduate regulations and graduate regulations (for example, if you are an undergraduate, up to 3 years in total); provided however, that the period applicable is from AY 2021.

Tuition will also not be collected during the period of leave of absence, however, because the leave of absence through the special measures is not included in the maximum duration of study and maximum duration of enrollment in the same manner

under the ordinary leave of absence, we would like to remind you that students cannot graduate or complete a course in the standard maximum duration of study (example: for undergraduate students other than students of the College of Medicine, 4 years) if you are interested in graduating or completing a course in the standard maximum duration of study.

Moreover, please be aware that the application may be withdrawn if applying for tuition waiver, etc.

## 2. Retroactive application of the cancellation of the leave of absence

1. In the case where the leave of absence was taken due to and if canceling the leave of absence due to various reasons and in the case where the leave of absence was taken for the purpose of overseas study, however, the leave of absence is canceled due to becoming unable to study overseas, students can re-enroll in school retroactively with the permission of the head of the affiliated educational organization.

Furthermore, please be aware that tuition will be collected for the period if re-enrolled in school.

### **【Special measures concerning the system for extending the period of registration】**

If you are interested in extending the period of registration due to the spread of COVID-19, students can extend the period of registration by semester and by year with the permission of the head of the affiliated educational organization, etc. Furthermore, students who are in their final year could not apply to extend the period of registration in the past, however, students (including those who are repeating a year) who are in their final year can also apply to extend the period of registration through the special measures.

### **【Special measures concerning the maximum duration of enrollment】**

If expected to go beyond the maximum duration of enrollment due to the spread of COVID-19 and you are interested in extending the maximum duration of enrollment, students can extend the period of registration with the permission of the head of the affiliated educational organization, etc.

### **【Special measures concerning admission timing】**

If you are interested in changing the admission timing due to the spread of COVID-19, students can change the admission with the permission of the head of the affiliated

educational organization, etc.

**【Special measures concerning the deferment of tuition and tuition waiver pertaining to withdrawal from the university, etc.】**

#### 1. Deferment of tuition

In case where there was a request to the effect that it is difficult to pay the entrance fee or tuition until the timing of the payment due to the spread of COVID-19, students can defer the tuition of the first half of the academic year by the last day of September and the entrance fee and tuition fee of the second half of the academic year by the last day of February.

#### 2. Tuition waiver (return)

If the head of the affiliated educational organization, etc. should accept the unavoidable withdrawal from the university due to the spread of COVID-19, the full amount of the tuition of the semester when there was a request will be returned.

#### 3. Credited auditors

In case where there was a request to unavoidably discontinue taking a course or research before recognition of credit of the course contingent to the spread of COVID-19, the full amount of the tuition of the semester when there was a request will be returned.

#### 4. Non-degree research students

In case where there was a request to discontinue research due to the discretion of the university contingent to the spread of COVID-19, the full amount of the tuition after the month following the month that includes the day when there was a request will be returned.

**【Special measures pertaining to taking a course of another university】**

In AY 2021, if taking a course of another university, overseas university, etc. online, the student is eligible to take the course by notification. Furthermore, after taking the course, students need to submit a credit recognition application or online course report. For details about procedures, before the start of the course, consult with the person in charge of academic affairs in the academic service office (for the School of Comprehensive Studies, the Academic Support Center).