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人文学部国際文化学科の教育実習地区別一覧

年度	実習校地区	人数
2023	金沢市内中学校	2名
	石川県内中学校	2名
	富山県内中学校	3名
	石川県内高等学校	1名
2022	北海道内中学校	1名
	石川県内中学校	9名
	群馬県内中学校	1名
	富山県内中学校	2名
	福井県内中学校	1名
	石川県内高等学校	4名
2021	金沢市内中学校	1名
	石川県内中学校	3名
	石川県内高等学校	2名
2020	金沢市内中学校	3名
	石川県内中学校	1名
	富山県内中学校	2名
	石川県内高等学校	2名
	富山県内高等学校	1名
2019	石川県内高等学校	2名
	富山県内中学校	1名

実習教科はいずれも外国語（英語）

エリア	国名	No.	形態	大学名		所在地	協定書名	a	b	c	d	e	f	g	h	i	j	協定内容	締結日	協定失効日	有効期間		備考
アジア	韓国	1	私立	順天郷大学校	Soonchunhyang University	牙山市	Memorandum of Understanding Between Soonchunhyang University and Kanazawa Seiryō University	○	○	○				○				1. 共同研究 2. 教員、職員、学生の相互派遣 3. 学術情報、出版物の相互交換 4. 双方の合意によるその他の事業	2019.2.22		5年有効。書面による廃止の申し出がなければ、もう5年更新される。	有効	
				順天郷大学校	Soonchunhyang University	牙山市	Memorandum of Agreement Between Soonchunhyang University and Kanazawa Seiryō University	○			○					○		1. 学生相互派遣 2. 学術情報、出版物の交換 3. 双方の合意によるその他の事業 4. 研究者受け入れ補助	2019.2.22		5年有効。いずれかからの書面による申し出がない限り、もう5年自動的に更新される。	有効	2
		2	公立	ソウル市立大学	University of Seoul	ソウル特別市	Exchange Agreement between University of Seoul and Kanazawa Seiryō University	○	○		○				○	○		1. 学生の相互派遣 2. 教員の相互派遣 3. 共同研究 4. 学術情報相互交換 5. 学生科学研究交流 6. 教員のサバティカル研究交流 等	2023.2.21		いずれかからの書面による解約の申し出がない限り期限は設けない。	有効	2
	台湾	3	私立	靜宜大学	Providence University	台中市	Memorandum of Undersdanding between Kanazawa Seiryō University and Providence University	○	○	○					○			1. 学生・研究生の相互派遣 2. 教職員の相互派遣 3. 共同研究・共同出版 4. セミナー・学術会議への参加 5. 学術情報・学術素材の相互交換 6. 短期特別プログラム	2014.8.7		いずれかからの書面による解約の申し出がない限り期限は設けない。	有効	3
				靜宜大学	Providence University	台中市	Exchange Agreement between Kanazawa Seiryō University and Providence University	○	○	○	○				○	○		学生の相互派遣および教職員の相互派遣に関する詳細内容	2014.8.7		いずれかからの書面による解約申し出がない限り期限は設けない	有効	3
		4	私立	銘伝大学	Ming Chuan University	台北市	Exchange Agreement between Ming Chuan University and Kanazawa Seiryō University	○	○						○	○		1. 学生の相互派遣 2. 教員の相互派遣 3. 共同研究 4. 学術情報相互交換 5. 学生科学研究交流 6. 教員のサバティカル研究交流 等	2022.10.26		いずれかからの書面による解約の申し出がない限り期限は設けない。	有効	2
		5	私立	輔仁大学	Fu Jen Catholic University	新北市	Agreement regarding Cooperation between Kanazawa Seiryō University, Japan and Fu Jen Catholic University, Taiwan, R.O.C.	○	○									1. 学術的出版物・学術情報の相互交換 2. 学術会議への招待 3. 教職員、学生、研究者の相互派遣 4. 学術会議の共同開催	2020.7.28		5年有効。その後5年ごとに自動更新。	有効	
				輔仁大学	Fu Jen Catholic University	新北市	Student Exchange Program Agreement between Kanazawa Seiryō University, Japan and Fu Jen Catholic University, Taiwan, R.O.C.	○			○					○		学生相互派遣における詳細取り決め	2020.7.28		5年有効。その後5年ごとに自動更新。	有効	2/学期:4/年
		6	私立	開南大学	Kainan University	桃園市	金沢星稜大学と開南大学との学術交流に関する協定書	○	○						○			1. 学生交流 2. 教員交流 3. 学術情報の交換 4. 共同研究等	2020.8.31		5年有効。その後5年ごとに自動更新。	有効	3名以内
				開南大学	Kainan University	桃園市	金沢星稜大学と開南大学との間における学生交流に関する協定書覚書	○			○					○		学生の相互派遣に関する詳細取り決め	2020.8.31		5年有効。その後5年ごとに自動更新。	有効	
	フィリピン	7	私立	エンデランカレッジ	Enderun Colleges	ケソン市	Memorandum of Understanding between Kanazawa Seiryō and Endern Colleges, Philippines	○	○	○								1. 学生相互派遣 2. 教職員、研究員相互派遣 3. 学術情報の交換 4. その他	2017.5.18		5年間有効。5年間の契約期間末に自動的に更新される。(5年ごと)	有効	
	タイ	8	国立	カセサート大学	Kasetsart University	バンコク都	Memorandum of Understanding between Kasetsart University Faculty of Economics (KU-Faculty of Economics) Bangkok, Thailand and Kanazawa Seiryō University (KSU) Kanazawa, Ishikawa, Japan	○	○		○						○	1. 学生交換 2. 夏季共同プログラム(文化理解、ワークショップ、インターンシップ等) 3. 教員交換 4. 共同研究	2015.2.6	2020.2.6	5年間有効。以前の契約が切れたのち新しく5年間の契約期間となる。(not automatically)	失効。現在更新中。(署名入り協定書待ち)	5/年:10/学期
		9	私立	ランシット大学	Rangsit University	ムアンパトゥムターニー郡	Agreement for Academic Exchange and Cooperation between Kanazawa Seiryō University (Ishikawa Prefecture, Japan) and Rangsit University (Pathumthani Province, Thailand)	○	○									1. 学生相互派遣 2. 教職員相互派遣 3. セミナー等共同開催 4. その他双方合意による活動	2015.2.24	2020.2.24	5年間有効。双方の合意により延長可能。	失効。	
	マレーシア	10	私立	テイラーズ大学	Taylor's University	セランゴール州	Student Exchange Agreement between Taylor's University, Malaysia and Kanazawa Seiryō University, Japan	○			○						○	1. 学生交換留学	2015.2.12		5年間有効。期間後は自動的に1年ごとに更新もしくは双方の合意によりそれ以上の期間を自動更新とできる。	有効。	5
		11	私立	アジアパシフィック大学	Asia Pacific University of Technology & Innovation	クアラルンプール	Agreement for Academic Exchange and Cooperation between Kanazawa Seiryō University (Ishikawa Prefecture, Japan) and Asia Pacific University of Technology & Innovation (Kuala Lumpur, Malaysia)	○	○									1. 学生交換留学	2017.7.24	2022.7.24	5年間。期間は双方の合意により延長可能	有効。	
				アジアパシフィック大学	Asia Pacific University of Technology & Innovation	クアラルンプール	Memorandum of Cooperation between Asia Pacific University of Technology & Innovation and Kanazawa Seiryō University	○	○		○				○	○		1. 学生交換留学 2. 教員相互派遣	2018.10.30		協定破棄をどちらかが表明しない限り有効	有効。	
	シンガポール	12	私立	新加坡管理発展学院	Management Development Institute of Singapore	シンガポール	Memorandum of Understanding between Management Development Institute of Singapore and Kanazawa Seiryō University	○	○	○								1. 学術交流協定 2. 教育学術研究の教員の相互派遣 3. 学生の相互派遣 4. 出版物、学術情報の相互交換 5. セミナー共同企画	2017.03.28		期間の記載なし。いずれかから正式な解約の通知が提出されてから6か月間まで有効。	有効。	
	チェコ共和国	13	私立	トマスバタ大学	Tomas Bata University	ズリーン州	Partnership Contract between Tomas Bata University in ZLIN and Kanazawa Seiryō University	○	○						○			1. 学生相互派遣 2. 教職員相互派遣 3. 共同研究 4. 会議等共同開催 5. 共同文化プログラム実施	2015.4.21		3年間有効。期間満了後、1年ごとに自動的に更新。	有効。	
				コドラーニ ヤーノシュ大学	Kodolanyi Janos University of Applied Science	セーケシュフェーヘルヴァール市	Memorandum between Kanazawa Seiryō University and Kodolanyi Janos University of Applied Sciences	○	○	○					○			1. 教職員、研究者相互派遣 2. 学生相互派遣 3. 共同研究	2015.4.20	2020.4.20 (2025.4.20)	5年間有効。いずれかより契約破棄もしくは変更の申し出がない限り自動的にさらに5年更新。	有効。	

エリア	国名	No.	形態	大学名		所在地	協定書名	a	b	c	d	e	f	g	h	i	j	協定内容	締結日	協定失効日	有効期間	更新状況	交換留学 人数/年	
欧州	ハンガリー	14	国立	コドラーニ ヤーノシュ大学	Kodorlanyi Janos University of Applied Science	セーゲシュフェールヴァール市	Students Exchange Agreement between Kanazawa Seiryō University and Kodolanyi Janos University of Applied Sciences	○			○						○	交換留学に関する詳細取り決め	2015.4.20	2020.4.20 (2025.4.20)	5年間有効。いずれかより契約破棄もしくは変更の申し出がない限り自動的にさらに5年更新。	有効。	5(但し、1セメスター最大2名)	
				コドラーニ ヤーノシュ大学	Kodorlanyi Janos University of Applied Science	セーゲシュフェールヴァール市	Agreement Regarding Academic Scholarships for Exchange and Cooperation between Kodolanyi Janos University and Kanazawa Seiryō University	○							○	○	交換留学生の奨学金に関する取り決め	2021.1.18		5年間有効。その後5年ごとに自動的に更新。	有効。			
	アイルランド	15	国立	ダブリンシティ大学 ランゲージサービス	Dublin City University Language Services	ダブリン市	Partnership Agreement for Overseas English Language Training										○	1. 学生派遣	2014.12.3		期限について記載なし。	有効		
				ダブリンシティ大学	Dublin City University	ダブリン市	One-Way University Linkage Agreement Agreement for Educational Cooperation Between Dublin City University And Kanazawa Seiryō University										○	1. DCUのStudy Abroad Programに関する詳細取り決め	2020.10.16	2025.10.16	5年間有効。	有効。		
		16	国立	コークカレッジ大学 ランゲージセンター	University College Cork The Language Centre	コーク市	Memorandum of Understanding										○	1. 学生派遣	2015.3.5		書面にて破棄の意思を示さない限り有効。	有効。		
オセアニア	オーストラリア	17	公立	西オーストラリア大学	The University of Western Australia	パース市	Memorandum of Agreement for a Study Abroad Program Between The University of Western Australia and Kanazawa Seiryō University											○	1. 学生派遣	2014.9.11	2019.9.11	5年間有効。双方の合意により延長可能。	Letter of Extensionioin により有効	
				西オーストラリア大学	The University of Western Australia	パース市	Letter f Extension of the Memorandum of Agreement For a Study Abroad Program between The University of Western Australia and Kanazawa Seiryō University Originally Signed September 2014											○	1. 学生派遣	2019.9.11	2024.9.24	5年間有効	有効。	
		18	s私立	サザンクロス大学	Southern Cross University	リズモア ゴールドコースト	Memorandum of Understanding	○	○									○	1.学生派遣 2.教員派遣 3.共同研究					
				サザンクロス大学	Southern Cross University	リズモア ゴールドコースト	Study Abroad Agreement												○	1.Study Abroad Programに関する詳細取り決め				
北米	アメリカ	19	公立	インディアナ大学パデュー大学 インディアナポリス校	Indiana University-Purdue University Indianapolis	インディアナ州	Extension of Kanazawa Seiryō University and IUPUI Non-Degree Visiting Student Programs Agreement											○	1. 学生派遣	2023.5.16.	2028.5.31	5年間有効。		
		20	州立	ニューヨーク州立大学オールバニ校	University at Albany State University of New York	ニューヨーク州	Agreement For Academic Exchange and Cooperation between Kanazawa Seiryō University (Ishikawa Prefecture, Japan) and University at Albany, State University of New York (New York, U.S.A.)	○	○										1. 学生相互派遣 2. 教員相互派遣 3. 共同学術プロジェクト等の実施 4. その他双方が合意した活動	2018.8.22	2023.8.22	5年間有効。双方の合意により延長可能。	有効。	
	カナダ	21	公立	ナイアガラカレッジ	Niagara College	オンタリオ州	Memorandum od Understanding (MOU) Between Kanazawa Seiryō University (KSU), Japan And Niagara College Canada (NC)	○	○	○									1. 教職員交流 2. 学生交流 3. 共同研究 4. 共同出版 5. 学術交流 6. 外国語教育協力	2012.7.13	2015.7.13	3年間有効。期間中に双方の合意のもと、修正、破棄、延長が可能。		
				ナイアガラカレッジ	Niagara College	オンタリオ州	Student Exchange Agreement Between Kanazawa Seiryō University (KSU), Japan And Niagara College Canada (NC)	○			○							○	交換留学に関する詳細取り決め	2015.10.9	2018.10.9	3年間有効。期間中に双方の合意のもと、修正、破棄、延長が可能。3年ごとに見直し		
		22	公立	カルガリー大学	University of Calgary	アルバータ州	Memorandum od Understanding (MOU) Between The governors of the university of Calgary and Kanazawa Seiryō University	○	○	○							○	1. 共同教育・研究活動 2. 学者の相互派遣 3. 学生・職員相互派遣 4. 短期プログラム 5. 語学プログラムの提供	2019.6.4	2024.6.4	5年間有効。双方の合意によりさらに5年の延長可能。	有効。		
		23	公立	トンプソンリバーズ大学	Thompson Rivers University	ブリティッシュコロンビア	Protocol of Cooperation Between Thompson Rivers University, Kamloops, Canada and Kanazawa Seiryō University, Ishikawa, Japan	○	○	○			○						1. アカデミックパートナーシップ 2. 共同研究 3. 教職員相互派遣 4. 短期集中教育プログラム 5. 学生プログラム 6. ジョイントプログラム(ダブルディグリー、2+2など)	2019.8.1		特に記載なし。	有効。	

Memorandum of Understanding

Between

Soonchunhyang University

and

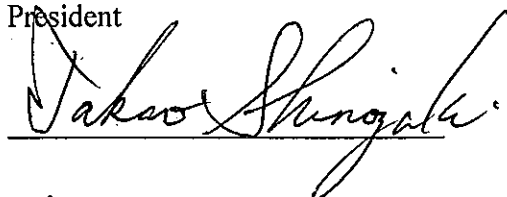
Kanazawa Seiryō University

In order to promote friendship and cooperation through a mutually beneficial association, Soonchunhyang University and Kanazawa Seiryō University agree to the following:

1. The two institutions shall promote the following programs;
 - 1.1 Research Collaboration and the promotion of research output;
 - 1.2 Exchange of students, faculty and staff members;
 - 1.3 Exchange of academic information and publications;
 - 1.4 Other exchanges of an academic nature agreed upon by both parties.
2. The detailed provisions of each program shall be developed and agreed upon in writing by both institutions.
3. This Agreement shall become effective on the date of signature by the representatives of the two institutions, and shall remain in effect for a period of five (5) years. The agreement will be renewed for additional periods of 5 years unless either party provides written notice of termination at least 6 months prior to the termination date.
4. This Agreement may be amended or modified from time to time following consultation and agreement in writing by both institutions.
5. This Agreement will be signed in duplicate. Both documents shall be deemed as original, with each party keeping one.

For and on behalf of

Kanazawa Seiryō University
Takao Shinozaki
President



Feb. 22, 2019
Date

For and on behalf of

Soonchunhyang University
Kyoil Suh, M.D., Ph.D.
President



Jan. 31, 2019
Date

Memorandum of Agreement
Between
Soonchunhyang University
And
Kanazawa Seiryō University

In order to promote friendship and cooperation through a mutually beneficial association, and in the interests of expanding educational opportunities, Soonchunhyang University (hereinafter referred to as "SCH") and Kanazawa Seiryō University (hereinafter referred to as "KSU") agreed to the following:

The two institutions shall promote the following programs:

- a) Exchange of students (as detailed below in the student exchange provisions);
- b) Exchange of academic information and publications;
- c) Other exchanges of an academic nature agreed upon by both parties;
- d) Assistance in placing visiting scholars.

Student Exchange Provisions

1. Exchange Coordinator

Each party to the agreement will appoint an office who will be responsible for the coordination and administration of the exchange, including the selection and counseling of the exchange participants. For Soonchunhyang University, The School of Global Education and Exchange will serve for this exchange program.

For Kanazawa Seiryō University, that role will be played by International Exchange Division.

2. Duration of Exchanges

Exchanges may be for the duration of a semester or an academic year.

3. Number of students to be Exchanged

The number of qualified students will be exchanged on a reciprocal basis between the two institutions with a minimum of two students per academic year as a base number (This can be negotiated since both KSU and SCH cannot always guarantee 2 candidates).

4. Balancing the exchange

Parity in numbers of exchange students is the objective of the agreement. Numbers should be counted in semester units: 1 semester = 1, 1 academic year = 2. However, each party should be prepared to consider a disparity in any given semester or year during the agreement.

5. Academic Status

All students will remain enrolled as regular degree candidates at their home institution and will not be enrolled as candidates for degrees at the host institution. Students are expected to maintain full-time status at the home institution.

6. Student Eligibility

The Exchange Coordinator at each institution, acting after consultation with the appropriate academic unit, will be responsible for the selection of suitable nominees for exchange. It is understood that the Coordinator will nominate the students who are both academically and personally suitable for exchange abroad. Each institution will determine its application procedure and required documents and will inform the other party of such procedures and required documentation. It is hoped that the host institution will not reject a nominated student unless/he or she does not meet established admission requirements for international students, or unless the host institution cannot guarantee availability of required courses.

7. Transcripts

Both institutions agree to provide a transcript at the end of the period of study, giving details of the courses studied and grades and credits awarded.

8. Student Program Fees

Each student will pay his or her regular tuition and fees to the home institution and will receive these benefits in turn from the host institution. All other pertinent fees will be the responsibility of the exchange student at the host institution. The host institution agrees to provide all necessary assistance in arranging accommodation in the residence halls or off campus as appropriate. All travel costs will be the responsibility of the individual student. Miscellaneous fees such as special course fees, fieldwork courses, key deposits, books, etc. will be paid by each participant.

Neither institution will charge visiting students an application fee. Scholarships are encouraged to be made available to qualified students as per the selection criteria of any specific scholarship program.

9. Vacation Periods

The individual student will be responsible for his or her own housing and meal arrangements during vacation periods.

10. Housing and Other Assistance: Housing arrangements will be made as follows:

- 1) Participants from KSU will be accommodated in a SCH dormitory.
- 2) SCH students will be accommodated in the dormitory Seiryō, a shared house, or seminar house.

11. Insurance

Each participant will provide his or her own health insurance. Proof of adequate insurance coverage must be provided to the international office of each institution.

12. Visa Requirements

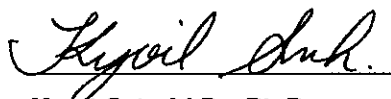
Participants will be required to meet any visa requirements that pertain to studying in the host country.

13. Effective Date and Termination of Agreement

This agreement shall be in effect for five years from the date of its signing and will be automatically renewed for another five years unless terminated by either institution by written notice a minimum of six months in advance of the desired termination date. This agreement may be amended by mutual consent of both institutions. Either party may express its desire to terminate this agreement within the regular agreement duration by serving written notice to the other party a minimum of six months in advance of the desired termination date. In this case, if either party desires to balance the numbers before termination, the other party will cooperate in that effort. Otherwise, termination will take effect six months from the date of the written notice.

14. Agreement

In agreement with the above terms of participation, the following signatures are affixed:



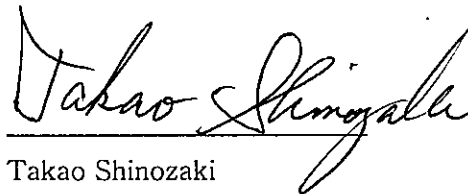
Kyoil Suh, M.D., Ph.D.

President

Soonchunhyang University

Jan. 31, 2019

Date



Takao Shinozaki

President

Kanazawa Seiryō University

Feb. 22, 2019

Date

**EXCHANGE AGREEMENT
BETWEEN
UNIVERSITY OF SEOUL
AND
KANAZAWA SEIRYO UNIVERSITY**

The University of Seoul, located in 163 Seoulsiripdae-ro, Dongdaemun-gu, Seoul, REPUBLIC OF KOREA, and Kanazawa Seiryo University, located in 10-1, Ushi Goshomachi, Kanazawa, Ishikawa, JAPAN hereby agree to this exchange agreement on academic exchange for the mutual interest of both institutions. This agreement is aimed at improving the level of research and education at both institutions, and prescribes the following items to facilitate mutual understanding between the constituents of both institutions through exchanges.

I. Objectives of cooperation

This agreement intends to promote academic research exchanges, student & faculty exchanges, and mutual cooperation between the two institutions, and strives to enhance the effect of international exchanges through respect and cooperation on mutually equal positions.

The specific areas of cooperation between the two institutions are as follows:

- Student exchanges
- Faculty exchanges
- Joint research and seminars
- Exchange of academic information
- Student science research exchanges
- Faculty sabbatical research exchanges
- Study Abroad
- Participating academic programs and colleges

The terms of such mutual assistance and the necessary budget for each specific program and activity that is implemented under the terms of this agreement shall be mutually discussed and agreed upon by both parties with specific articulation. Furthermore, special programs and other special activities shall be agreed upon in writing by the two institutions prior to implementation. Specific details not prescribed in this agreement may be put into practice through mutual discussion, and related documents shall be produced.

II. Student exchanges

A. Each year each institution can send up to 2(two) exchange students to the partner university beginning with the 2023 academic year unless this number is changed with the mutual consent of the two parties. The international education advisors of the two institutions shall review the program annually to identify any imbalance in the number of exchange students and adjust the number of students the following year or suggest other programs if necessary in order to maintain a reasonable balance in the exchange. This may be achieved through discussion between the international education advisors of the two institutions.

B. Exchange students shall pay tuition at their home institution and then have the tuition waived at the host institution

C. Exchange students are allowed to apply to any academic program offered by the host institution as long as the exchange student meets the requirement of the program.

D. Applications and all other required documents stipulated by each institution shall be forwarded four months prior to the commencement of each semester.

E. Exchange students shall be responsible for all expenses, including:

- Round-trip airfare
- Room & Board
- Medical insurance or equivalent
- Textbooks and living expenses
- Expenses related to entry into and departure from the countries
(alien registration, visa, visa extension, etc.)

F. Exchange students are enrolled at their home and host institution for the full period of the exchange.

G. Exchange students shall agree to abide by all the rules and regulations of the host institution and the host country.

H. Any academic credit earned at the host institution may be transferred to the home institution. Each institution agrees to provide the home institution with an official academic report for all exchange students at the end of each semester.

I. The host institution shall provide exchange students with academic guidance, counseling, and student support services.

III. Faculty Exchanges

The two institutions agree in principle to the possibility of exchanges by the administration and faculty members. The details of such arrangements will be negotiated at the appropriate time and will be governed by the institutional staffing rules and relevant approval processes. The participating institutions shall not be responsible for any private arrangements made by participating administration and faculty concerning exchange of accommodations, vehicles, etc.

IV. Amendment, Extension, and Termination of the Agreement

This agreement shall go into effect upon its approval by each institution and shall continue until such time as either institution gives notice to terminate the agreement. Termination of the agreement shall require a minimum of six months' advance notice and shall be without penalty. The agreement may be revised upon mutual consent of the President of the University of Seoul and the President of Kanazawa Seiryō University.

University of Seoul

S. T. SUH

Soon-Tak Suh
President

Date : 21 FEB 2023

Kanazawa Seiryō University

Hideaki Okubo

Hideaki Okubo
President

Date : January 5th, 2023

**Memorandum of Understanding
between
Kanazawa Seiryō University
and
Providence University**

Kanazawa Seiryō University and Providence University, wishing to establish relations between the two institutions, agree to cooperate with each other as follows:

Scope of the Cooperation

Subject to mutual consent, the areas of cooperation will include any program offered at either institution as thought desirable and feasible on either side and that both sides think will contribute to the fostering and development of the cooperative relationship between the two institutions.

Cooperation shall be carried out through such activities as:

- a. Exchange of students and/or interns
- b. Exchange of faculty and/or staff
- c. Joint research activities and publications
- d. Participation in seminars and academic meetings
- e. Exchange of academic materials and other information
- f. Special short-term academic programs

The terms of cooperation for each specific activity implemented under this Memorandum of Understanding shall be mutually discussed and agreed upon in writing by both parties prior to the initiation of that activity. Any such agreements entered into, as outlined above, will form appendixes to this Memorandum of Understanding. Each institution shall designate a liaison officer to develop and coordinate the specific activities and programs agreed upon.

Renewal, Termination and Amendment

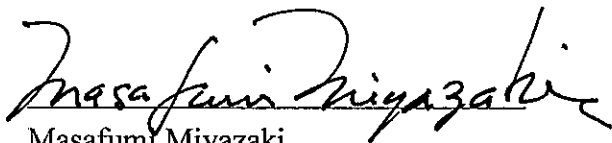
This Memorandum of Understanding shall remain in force for an indefinite time from the date of the final signature, with the understanding that it may be terminated by either party giving 12 months notice to the other party in writing, unless an earlier termination date is mutually agreed upon. The Memorandum of Understanding may be amended

or extended between two parties in writing as an addendum to this agreement.

In witness whereof, the parties hereto have offered their signatures:

for the Kanazawa Seiryō University

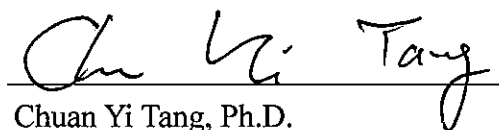
for the Providence University



Masafumi Miyazaki

President

Date: August 7, '14



Chuan Yi Tang, Ph.D.

President

Date: July 31, '14

**EXCHANGE AGREEMENT
BETWEEN
KANAZAWA SEIRYO UNIVERSITY
AND
PROVIDENCE UNIVERSITY**

Kanazawa Seiryō University and Providence University recognizing the educational and cultural exchanges which can be achieved between our two institutions, enter into this agreement to facilitate the exchange of students and scholars.

1. Definitions

- i) For the purposes of this agreement “home” institution shall mean the institution at which a student intends to graduate, and “host” institution shall mean the institution which has agreed to accept the student from the home institution.
- ii) Semester or academic year shall normally refer to the period relevant to the host institution.
- iii) “Faculty” shall represent the appropriate academic entity at the respective institutions.

2. Purpose of the Agreement

- i) The general purpose of this agreement is to establish specific educational relations and cooperation between the two participating institutions in order to promote academic linkages and to enrich the understanding of the culture of the two countries concerned.
- ii) The purpose of exchanges between faculty members is to promote collaborative research, other educational developments, and to further mutual understanding.
- iii) The purpose of each student exchange is to enable students to enrol in subjects at the host institution for credit which will be applied towards their degree at their home institution.

3. Responsibilities of Participating Institutions and Students

Each institution shall undertake all those measures as are seen as reasonable to give maximum effect to this exchange program.

- i) Each institution agrees to accept and enrol exchange students as full-time, “non-degree” students for the duration of their exchange. Exchange students will be exempt from the host institution’s tuition fees.
- ii) Each exchange student will be provided with the same academic resources and support services that are available to all students at the host institution.
- iii) It is the responsibility of each exchange student to obtain official approval from his or her home institution for subjects taken at the host institution.
- iv) It is the responsibility of each exchange student to ensure that he or she obtains a copy of his or her official statement of results covering the subjects taken during the period of exchange. In addition, each host institution will forward a copy of the statement of results to the home institution’s International Office.
- v) Exchange students will be subject to the rules and procedures as specified by the host institution for the academic period in which the student enrolls. The home institution will have responsibility for all matters concerning credit for subjects taken.

4. Numbers of Participants

- i) Subject to the availability of suitable candidates, each institution will send to the other up to three (3) students each academic year, during the period of the agreement. The period of study for an exchange will be for one semester or one year.

5. Selection and Enrolment of Students

It is expected that only highly motivated students of above-average academic quality will be selected to participate in an exchange program. The home institution will screen applications from its student body for exchange. Students, both undergraduate and post-graduate, are eligible to participate if they:

- i) have completed at least one year of study at their home institution;
- ii) are enrolled at their home and host institution for the full period of the exchange;
- iii) have an enrolment proposal, approved by their home faculty and host institution, and are deemed academically qualified to successfully complete the nominated subjects at the host institution. Each institution will inform the relevant International Office of subject availability, including enrolment limitations and conditions.
- iv) have obtained agreement from their home faculty that, upon successful completion of the subjects at the host institution, full credit will be granted towards the degree at their home institution. In some circumstances, a student may undertake a clinical or practical assignment as part of an exchange program; and
- v) have satisfied any language proficiency requirements of the host institution.

Each institution will send the other completed applications for their students before the beginning of the entry semester. The host institution reserves the right of final approval on the admission of a student and will, where appropriate, establish language proficiency standards.

6. Financial Responsibilities of Institutions

Exchange students will be provided with the following by the host institution, at no cost to the student:

- tuition and related costs
- orientation program
- reports and statement of results (transcript)

7. Financial Responsibilities of Exchange Students

Exchange students will be financially responsible for:

- travel to and from the host institution
- books, stationery, etc
- travel documentation, visas, etc
- accommodation and living expenses
- health coverage relevant to the exchange institution and country
- personal travel within the host country

The home institution shall satisfy itself that a candidate for exchange has the ability to meet all his or her financial responsibilities as detailed above.

8. Accommodation

The host institution does not guarantee accommodation on campus for incoming students. However, every effort will be made to assist students to obtain on-campus or off-campus accommodation within a reasonable distance from the campus. It is

recognised that on-campus accommodation may not always be possible and students should be made aware of this possibility as soon as possible. Students will also be made aware that they are responsible for all costs associated with accommodation, including utility accounts and rental deposit.

9. Exchange Students' Families

It is not anticipated that spouses and dependents will accompany an exchange student. Where such arrangement is proposed, it is subject to the approval of the host institution on the understanding that all additional expenses and workload are the responsibility of the exchange student.

10. Faculty and Staff Exchanges

The two institutions agree in principle to the possibility of exchanges by general staff (administrative and technical) and faculty members. The details of such arrangements will be negotiated at the appropriate time and will be governed by the institutional staffing rules and relevant approval processes. The participating institutions shall not be responsible for any private arrangements made by participating staff members concerning exchange of accommodation, vehicles, etc.

11. Exchange Program Review

Both institutions will be responsible for a regular review of the exchange program on a yearly basis. The review is essential in order to make appropriate and mutually agreed modifications as may be required, and to identify new opportunities for cooperation in scholarship and research.

12. Period of Agreement

This agreement will come into effect from the date of signature by both parties, and will remain in force for an indefinite period of time or until one or both of the institutions decide to put an end to this agreement with a six-month in advance written notice.

13. Notices

- i) Any notice or other communication under this agreement shall be given in writing and delivered by hand, sent by pre-paid post or facsimiled transmission.
- ii) The address for any such notices is as follows:

Kanazawa Seiryō University

Prof. Osamu Kosaka
Vice President for International Exchange,
Research Support and Regional
Contribution
Kanazawa Seiryō University
10-1, Ushi, Goshō-Machi, Kanazawa
920-8620 Ishikawa, Japan
Telephone: +81-76-253-5962
Facsimile: +81-76-253-3995
e-mail: kosaka@seiryō-u.ac.jp

Providence University

Dr. Victor Chang-Jung Lin
Dean
Office of International Affairs
Providence University
200, Sec. 7, Taiwan Boulevard, Shalu
Taichung 43301, Taiwan
Telephone: +886 4 26645034
Facsimile: +886 4 26526602
e-mail: vic@pu.edu.tw

14. Signatures

This agreement constitutes the entire agreement between the parties. No amendments, consent or waiver of terms of this agreement shall bind either party unless in writing and signed by both parties.

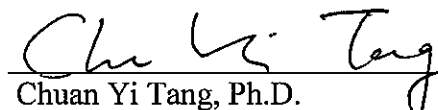
In witness whereof, the parties hereto have offered their signatures:

Kanazawa Seiryō University


Masafumi Miyazaki
President

Date: August 7, '14

Providence University


Chuan Yi Tang, Ph.D.
President

Date: 2014.8.7

AGREEMENT FOR ACADEMIC EXCHANGE AND COOPERATION
BETWEEN
KANAZAWA SEIRYO UNIVERSITY (ISHIKAWA PREFECTURE, JAPAN)
AND
MING CHUAN UNIVERSITY (TAIPEI, TAIWAN)

Kanazawa Seiryō University, located in Ishikawa Prefecture, Japan and **Ming Chuan University**, located in Taipei, Taiwan, with the objective of facilitating mutual friendship, educational cooperation between the two institutions, hereby conclude this agreement.

Article 1. Kanazawa Seiryō University and Ming Chuan University will cooperate promoting both educational opportunities and academic research for students.

Article 2. In order to promote the cooperation prescribed in Article 1, the two institutions may undertake various activities such as those listed below. The details of the collaboration will be specified through separate negotiations.

- (1) The exchange of students (short term as well)
- (2) The exchange of faculties
- (3) Organization of joint educational projects, including conferences and meetings
- (4) Other activities mutually agreed upon by the two institutions

Article 3. This agreement shall become effective on the date of signature by the representatives of the institutions, and will be effective for a period of five years. The period of validity may be extended upon mutual agreement of the two institutions.

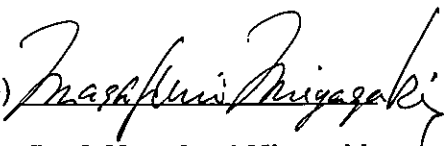
Article 4. Amendments to this agreement may be made upon mutual agreement of the two institutions.

Article 5. This agreement may be terminated after six months' written notice by either side.

This Agreement has two copies in English, one for each party.

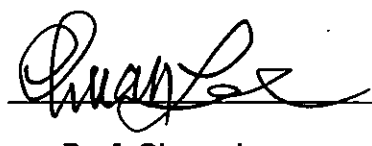
Date: 2015/2/2

Date: Feb 9 / 15

(Signature) 
Prof. Masafumi Miyazaki

President

KANAZAWA SEIRYO UNIVERSITY

(Signature) 
Prof. Chuan Lee

President

MING CHUAN UNIVERSITY

**EXCHANGE AGREEMENT
BETWEEN
MING CHUAN UNIVERSITY
AND
KANAZAWA SEIRYO UNIVERSITY**

Ming Chuan University, located in [Taipei campus] No. 250, Sec. 5, Zhong-Shan N. Road, Shilin, Taipei and [Taoyuan campus] No. 5, De-Ming Road, Gui-Shan, Taoyuan, Taiwan, and Kanazawa Seiryō University, located in 10-1, Ushi Goshō-machi Kanazawa, Ishikawa, JAPAN hereby agree to this exchange agreement on academic exchange for the mutual interest of both institutions. This agreement is aimed at improving the level of research and education at both institutions, and prescribes the following items to facilitate mutual understanding between the constituents of both institutions through exchanges.

I. Objectives of cooperation

This agreement intends to promote academic research exchanges, student & faculty exchanges, and mutual cooperation between the two institutions, and strives to enhance the effect of international exchanges through respect and cooperation on mutually equal positions.

The specific areas of cooperation between the two institutions are as follows:

- Student exchanges
- Faculty exchanges
- Joint research and seminars
- Exchange of academic information
- Student science research exchanges
- Faculty sabbatical research exchanges
- Study Abroad
- Participating academic programs and colleges

The terms of such mutual assistance and the necessary budget for each specific program and activity that is implemented under the terms of this agreement shall be mutually discussed and agreed upon by both parties with specific articulation. Furthermore, special programs and other special activities shall be agreed upon in writing by the two institutions prior to implementation. Specific details not prescribed in this agreement may be put into practice through mutual discussion, and related documents shall be produced.

II. Student exchanges

A. Each year each institution can send up 2 (two) exchange students to the partner university beginning with the (2023) academic year unless this number is changed with the mutual consent of the two parties. The international education advisors of the two institutions shall review the program annually to identify any imbalance in the number of exchange students and adjust the number of students the following year or suggest other programs if necessary in order to maintain a reasonable balance in the exchange. This may be achieved through discussion between the international education advisors of the two institutions.

B. Exchange students shall pay tuition at their home institution and then have the tuition waived at the host institution

C. Exchange students are allowed to apply to any academic program offered by the host institution as long as the exchange student meets the requirement of the program.

D. Applications and all other required documents stipulated by each institution shall be forwarded four months prior to the commencement of each semester.

E. Exchange students shall be responsible for all expenses, including:

- Round-trip airfare
- Room & Board (students are required to reside on campus)
- Medical insurance or equivalent
- Textbooks and living expenses
- Expenses related to entry into and departure from the countries
(alien registration, visa, visa extension, etc.)

F. Exchange students are enrolled at their home and host institution for the full period of the exchange.

G. Exchange students shall agree to abide by all the rules and regulations of the host institution and the host country.

H. Any academic credit earned at the host institution may be transferred to the home institution. Each institution agrees to provide the home institution with an official academic report for all exchange students at the end of each semester.

I. The host institution shall provide exchange students with academic guidance, counseling, and student support services.

III. Faculty Exchanges

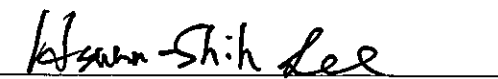
The two institutions agree in principle to the possibility of exchanges by the administration and faculty members. The details of such arrangements will be negotiated at the appropriate time and will be governed by the institutional staffing rules and relevant approval processes. The participating institutions shall not be responsible for any private arrangements made by participating administration and faculty concerning exchange of accommodations, vehicles, etc.

IV. Amendment, Extension, and Termination of the Agreement

This agreement shall go into effect upon its approval by each institution and shall continue until such time as either institution gives notice to terminate the agreement. Termination of the agreement shall require a minimum of six months advance notice and shall be without penalty. The agreement may be revised upon mutual consent of the President of Ming Chuan University and the President of Kanazawa Seiryō University.

Ming Chuan University

Kanazawa Seiryō University



Hsuan-Shih Lee
President



OKUBO Hideaki
President

Date : 2022. 10. 26

Date : 2022. 10. 26

Agreement regarding Cooperation

between

Fu Jen Catholic University, Taiwan, R.O.C.



and

Kanazawa Seiryō University, Japan



Fu Jen Catholic University, Taiwan, R.O.C. and Kanazawa Seiryō University, Japan (henceforth referred to as our two universities) in order to promote academic exchange and cooperation enter into the following agreement.

I. In a spirit of friendship and mutual understanding our two universities agree to promote academic exchange and cooperation.

II. We agree to exchange written and published academic materials, educational information, and invite each other to take part in academic meetings organized by our two universities.

III. We agree to exchange faculty, students and researchers for the purpose of teaching, study and academic research. We also agree to cooperate in organizing academic conferences on issues of mutual concern.

IV. The activities to be initiated in order to realize these objectives shall be determined in each case through particular agreements, in accordance with the rules and regulations of each

institution, and subject to available funding on the part of each.

V. Representatives of the parties to the agreement shall consult, at regular intervals, to consider the progress of mutual programs and to evaluate future projects.

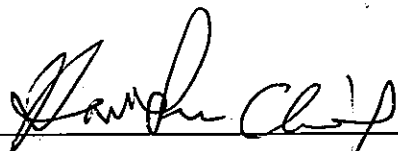
VI. This agreement shall be effective for five years and automatically be renewed thereafter for an additional period of five (5) years on each anniversary of the effective date hereof, unless either university provides written notice to the other university to terminate this agreement at least six months prior to each consecutive anniversary hereof.

VII. The agreement shall take effect after each party has signed the agreement and has exchanged signed copies.

Fu Jen Catholic University

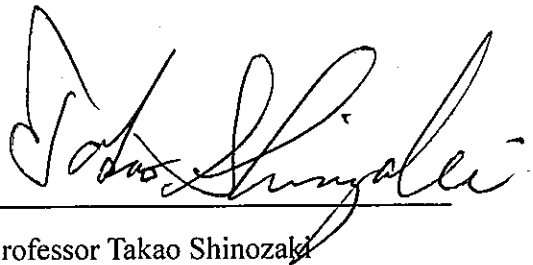
Kanazawa Seiryō University

By :



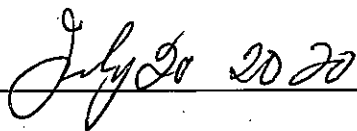
Professor Vincent Han-Sun Chiang
President

By :

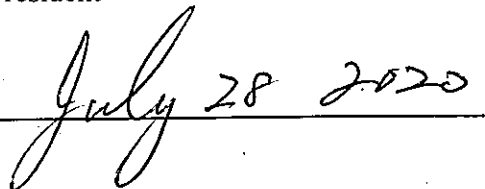


Professor Takao Shinozaki
President

Date:



Date:



Student Exchange Program Agreement

between

Fu Jen Catholic University, Taiwan, R.O.C.



and

Kanazawa Seiryō University, Japan



KANAZAWA SEIRYO UNIVERSITY

金沢星稜大学

This Student Exchange Program Agreement (hereafter referred to as the “Agreement”) documents the understanding between **Fu Jen Catholic University** (“FJCU”) and **Kanazawa Seiryō University** (“KSU”) concerning the exchange of undergraduate and postgraduate students between the two Institutions (hereafter referred to as the “Program”).

The Agreement seeks to broaden the scope of the academic curriculum and to provide a unique learning experience for students in an overseas environment, as well as to promote co-operation between the two Institutions.

The parties agree on the terms/matters stated hereunder:-

1. Interpretation

1.1 The “Exchange Period” is defined as either one, or two consecutive academic semesters, or such equivalent period, but no longer than two academic semesters, or such equivalent period, in which the student is attached. For FJCU, the first semester is from September to January, and the second semester is from February to June. For KSU, the first semester is from April to September, and the second semester is from October to March.

1.2 The “Exchange Student” is one who participates in the Program between the Institutions.

1.3 The “Home Institution” is the Institution in which the student is originally enrolled. The “Host Institution” is the Institution to which the exchange student is attached for the duration of the Exchange Period.

1.4 For the purpose of accounting, one “Unit of Exchange” is defined as one student attending an entire semester.

2. Student Exchange

2.1 The Program is founded on reciprocity, with the intention of achieving an equal number of Units of Exchange each way over a mutually agreed period of time.

2.2 Two students in attendance for one semester each will be counted as the equivalent of one student for two semesters. In both cases, two Units of Exchange will have been achieved.

2.3 A maximum of 4 (four) Units of Exchange each way per academic year will initially be arranged. However, the Program is founded on a reciprocity basis, with the intention of exchanging an equal number of students; so, the Units of Exchange may be reviewed after three years.

2.4 There is no obligation on either Institution to nominate students for the Program or to accept any students nominated.

2.5 Exchange Students will continue to be treated as candidates eligible for degrees in their Home Institution, and will not be considered as candidates eligible for degrees in the Host Institution

2.6 The Host Institution shall be entitled to terminate the Program with respect to any particular Exchange Student by notice in writing to the Home Institution in the event that the Exchange Student commits any breach of

- (i) the rules and policies of the Host Institution which are of sufficient gravity (in the sole discretion of the Host Institution) to warrant expulsion if committed by the normal matriculated students in the Host Institution; or
- (ii) the laws of the host country.

In the event of such termination, both Institutions shall assist each other in the repatriation of the Exchange Student.

2.7 The Home Institution will be responsible for screening and selecting students for this Program, subject to acceptance by the Host Institution. Students must be in good standing at the Home Institution, meet the academic entry requirements of the Host Institution, and be proficient in the language of instruction at the Host Institution to qualify for nomination.

2.8 The Host Institution will make reasonable effort to assist the Exchange Student to obtain housing and with other matters of hospitality and orientation, but is not obliged to provide housing or financial assistance of any kind whatsoever.

2.9 Exchange Students shall be responsible for obtaining their own visas and completing the required immigration formalities, and for obtaining the travel and other related documents needed to pursue their studies at the Host Institution.

2.10 The obligations of the two Institutions under this Program are limited to Exchange Students only, and do not extend to their spouses and dependents if any.

2.11 No monies or monetary consideration will be exchanged between the two Institutions in relation to the Program, nor will there be any indemnities, reimbursements for expenses, or sharing of fees or profits arising from the Program.

2.12 If an Exchange Student voluntarily withdraws before the end of the course or the Exchange Period, he or she will still be considered as having completed the relevant Units of Exchange for the purpose of accounting under the Program. The parties agree that there will therefore be no replacement for such Exchange Student.

3. Student Enrolment, Attendance and Assessment

3.1 Certain programs may be excluded from the exchange program and the Host Institution reserves the right to exclude Exchange Students from restricted enrolment programs. For admission to programs or courses other than such restricted programs, Exchange Students will be subject to the admission requirements, scheduling and capacity constraints of the Host Institution.

3.2 Full time participation at these courses by the Exchange Students is required. "Full time" will take such definition as required by the Host Institution.

3.3 Exchange Students must complete all examinations and assessment associated with any course units/modules for which they register regardless as to whether those courses are required for transfer of credit to their Home Institution.

3.4 Exchange Students will obtain credits for the courses in accordance with the regulations of the Home Institution. Official transcripts for each student will be sent directly to the Home Institution at the end of the Exchange Period. Responsibility for the transfer of Host Institution credit rests with the Home Institution.

4. Fees and Other Expenses

4.1 Exchange Students will pay tuition and other fees at their Home Institution during the Exchange Period. They will also pay for all personal expenses incurred at the Host Institution, including visa, housing, travel, meals, health insurance, books and stationery required. They will be exempted only from tuition fees at the Host Institution.

4.2 The use of non-academic or non-obligatory facilities, services and functions at the Host Institution may require the payment of fees by the Exchange Student. Exchange Students may be required to pay additional fees at the Host Institution where they enrol in a course unit that involves the use of specific material; this includes, but is not limited to, laboratory fees, and fieldwork courses. Where these additional fees are applicable, Exchange Students will be required to pay these directly to the relevant Faculty/College.

5. Term and Termination

5.1 This agreement shall take effect from the later date on which both universities have signed and exchanged this Agreement.

5.2 This agreement shall be effective for an initial period of five (5) years and automatically be renewed thereafter for an additional period of five (5) years on each anniversary of the effective date hereof, unless either university provides written notice to the other university to terminate this agreement at least six months prior to each consecutive anniversary hereof.

5.3 Each party shall ensure that adequate arrangements have been made to fulfil all commitments to the Exchange Students before this Agreement is terminated.

6. Proper Law

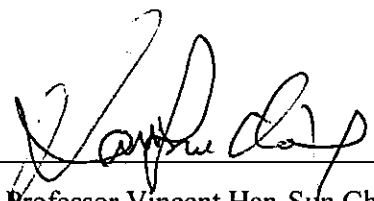
6.1 Any dispute regarding the terms of this Agreement will be construed accordingly to the Laws of the country in which the Exchange Student is attached for the Exchange Period, i.e. the Host Institution, unless otherwise agreed in writing by the parties.

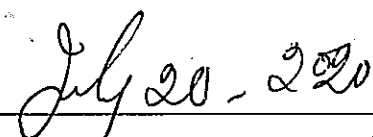
7. Variation and Modification

7.1 This Agreement may be varied or modified by agreement in writing and signed by the two parties.

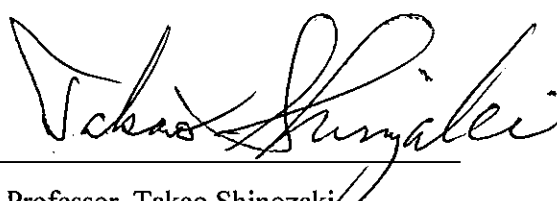
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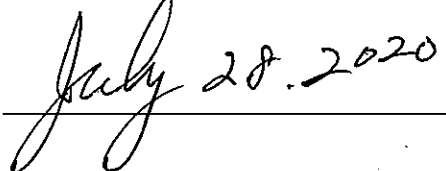
Fu Jen Catholic University

By: 
Professor Vincent Han-Sun Chiang
President

Date: 
July 20, 2020

Kanazawa Seiryō University

By: 
Professor Takao Shinozaki
President

Date: 
July 28, 2020

金沢星稜大学と開南大学との間における

学生交流に関する協定書覚書

日本国・金沢星稜大学と台湾・開南大学は、両大学間の学生交流促進のため、協定書の第2項に基づき、次の事項について合意する。

(授業料の不徴収)

1. 両大学は、受入れる学生の検定料、入学料及び授業料を徴収しないものとする。

(交換学生数・派遣期間)

2. 両大学が前項に基づき派遣できる学生数は、年間3名以内とし相互に均衡を保つよう努力するものとする。
3. 両大学が派遣する学生の派遣期間は、半年又は1年(学年歴)とする。

(交換学生の選考)

4. 両大学は、修学上、必要な語学力及び専門分野の知識を有する交換学生を選考し、それぞれの大学に推薦するものとする。

(交換学生の身分)

5. 両大学は、派遣された学生を非正規生(特別聴講学生又は特別研究学生)として受け入れるものとする。

(単位の相互認定)

6. 受入れ大学で取得した単位は、派遣大学において、認定することができるものとする。

(必要経費)

7. 派遣された学生は、旅費、滞在費、教材費を自己負担するほか、受入れ国において効力を有する健康保険に加入するとともに、不測の事態に備えた海外保険への加入を含めて必要な経費を支払う責任があるものとする。

(覚書の発効)

8. この協定書覚書は、両大学の代表者が署名を行った日をもって発効し、相互の書面による合意により変更できることを条件に5年間有効とする。

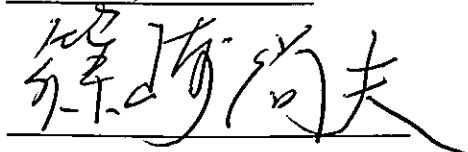
(覚書の更新)

9. 本協定は、各当事者が各協定満了の少なくとも6か月前に書面で協定破棄の通知を行わない限り、当初定めた期間満了後、引き続き同期間ごとに自動更新される。

(覚書の保管)

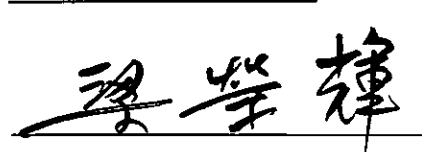
10. この協定書覚書は、等しく正文である日本語により作成し、相互に各1通を保管するものとする。

2020年 8月31日



金沢星稜大学 学長
篠崎 尚夫

2020年 8月3日



開南大学 学長
梁榮輝

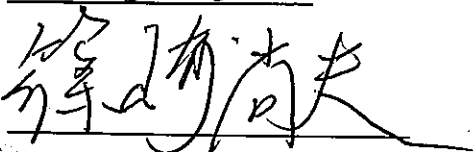
金沢星稜大学と開南大学との

学術交流に関する協定書

日本国・金沢星稜大学と台湾・開南大学は次のとおり協定する。

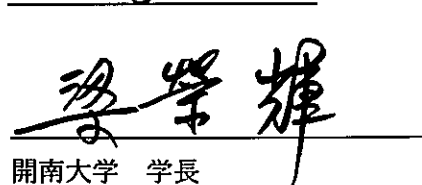
1. 両大学は、相互理解の精神をもって協力し、親善関係を一層密接にし、友好間を深めるものとする。
2. 両大学は、学生及び教員の交流、学術情報の交換、共同研究等広く教育・学術文化の交流を促進する。
なお、交流を促進するため必要な事項は別に定める。
3. 以上の諸活動を通じ、両大学は両国の教育・学術文化の発展に尽力するとともに、両国間の友好と親善、更に、国際理解、国際親善、国際平和に寄与するように努力する。
4. この協定は、両大学の代表者が署名を行った日から効力を生じるものとし、5年間有効とする。本協定は、各当事者が各協定満了の少なくとも6か月前に書面で協定破棄の通知を行わない限り、当初定めた期間満了後、引き続き同期間ごとに自動更新される。
5. 両大学は、書面による通知により、有効期間満了前にこの協定を終了することができるものとする。ただし、既に実施されている交流及び共同研究についてはその完了まで実施するものとする。
6. この協定書は、等しく正文である日本語により作成し、相互各一通を保管するものとする。

2020年 8月31日



金沢星稜大学 学長
篠崎 尚夫

2020年 8月3日



開南大学 学長
梁榮輝



KANAZAWA SEIRYO UNIVERSITY

金沢星稜大学

MEMORANDUM OF UNDERSTANDING

BETWEEN

KANAZAWA SEIRYO

AND

ENDERUN COLLEGES, PHILIPPINES

The purpose of this MOU is to promote the development of the relationship between Kanazawa Seiryō University, Japan and Enderun Colleges, Philippines. On the basis of mutual benefit and development, both Kanazawa Seiryō University and Enderun Colleges have agreed to set up a friendly and cooperative relationship with the following objectives:

1. The two institutions shall encourage cooperation in any discipline which is studied in both institutions.
2. The two institutions shall promote:
 - exchange of information and materials that are of mutual interest
 - exchange between the two institutions in terms of
 - students
 - academic and administrative staff
 - research staff
 - other staff mutually agreed upon
 - provision of briefing services by each institution for visitors from the other institution
 - other forms of cooperation which the two institutions may jointly arrange

3. The two institutions shall consult as needed at the request of either institution for the purpose of reviewing the operation of this MOU.
4. Any projects, training, or exchanges that may have commenced at either institution before the date of termination may be completed through a special agreement between the two institutions. For conditions not covered by this MOU, or for issues that may arise during the course of this MOU, both parties should refrain from unilateral action and should consult or negotiate mutually acceptable decisions.
5. The financial arrangements involved in the implementation of this MOU shall be settled through consultation between the two institutions with respect to each program of cooperation.
6. The MOU shall become operative on the date indicated hereunder and shall remain in force for a period of five (5) years. The MOU is to be automatically renewed at the end of each 5-year term. Either institution may terminate this MOU by giving six (6) months notice in writing to the other institution.
7. This MOU may be amended and supplemented by agreement between the two institutions. Amendments and or supplements will be appended as an annexure.
8. This MOU is to be executed in two copies in English and to be signed by the representatives of both institutions.

9.


Signed for, and on behalf of,
Kanazawa Seiryō University

Signed for, and on behalf of,
Enderun Colleges

Date: May 18, 2017

Date: May 18, 2017


Masafumi Miyazaki
President, Kanazawa Seiryō University


Edgardo Rodriguez
President, Enderun Colleges

Memorandum of Understanding between

**Kasetsart University
Faculty of Economics (KU-Faculty of Economics)
Bangkok, Thailand
and**

**Kanazawa Seiryo University (KSU)
Kanazawa, Ishikawa, Japan**

Collaborative Academic Programs and Faculty/Student Exchange Agreement

In the interest of expanding educational opportunities and furthering international understanding and collaboration, the Faculty of Economics, Kasetsart University (KU-Faculty of Economics) in Bangkok, Thailand and Kanazawa Seiryo University (KSU) Kanazawa, Ishikawa, Japan agree to facilitate collaborative academic programs.

1. Administration Body

The exchange program shall be administered by Kanazawa Seiryo University (KSU) Kanazawa, Ishikawa, Japan and the Faculty of Economics, Kasetsart University (KU-Faculty of Economics).

2. Programming Potential

The parties to this framework agreement will undertake to develop opportunities leading to the educational exchange of students and to make other academic programs or classes available to the students and faculty of the partner university. Initially, KSU will welcome KU-Faculty of Economics students to enroll in Japanese language and culture classes, and KU-Faculty of Economics will welcome KSU students to enroll in the English-language courses offered by the Faculty of Economics. [Although the KU-Faculty of Economics cannot ensure enrollment in classes offered by other Faculty or Departments at KU, the Faculty of Economics Center for International Affairs will seek to assist visiting students to gain the appropriate permission.]

In the future, the parties may agree to provide other educational opportunities to the partner's students, such as joint summer academic programs, cultural tours, specially arranged modular classes or workshops, or joint student internships and field placements.

The partners further agree to encourage and support visitor faculty exchanges, co-teaching classes, and joint faculty research or study initiatives.

3. Duration of Student Exchanges

Each university partner agrees to exchange individual students for one semester, summer term, or for an academic year. Although the goal is to attain a one-to-one balance with regard to the number of students each partner university will send or receive, the Host partner may agree to host a visiting student or students even if the number of exchange students is at an imbalance.

4. Number of Students to be Exchanged

In principle, each university partner may send up to five students each year for a full year or up to ten students for a semester or for a summer term. However, the Home (sending) university may seek authorization in advance from the Host (receiving) university to send a larger number of students, and the Host university may opt to permit a larger number of students to visit in any given year.

Additional students greater than stipulated above may enroll and take classes at KU-Faculty of Economics, but the additional students will then pay the tuition and fees then charged to foreign students.

5. Student Program Fees / Benefits at Host University

Each student will pay his or her regular tuition and fees to the Home university but will receive the customary benefits provided to students enrolled at the Host university. Additional benefits for the exchange student may be provided by mutual agreement, however, such as providing cultural tours, language training, or hosting social events for the visiting students.

The Host university agrees to help the exchange student find accommodations for the time the student visits the Host university and will provide the visiting students with documents and assistance needed by the visiting student to obtain the necessary visas. All meals, accommodation, visa fees, clothing costs (including mandatory uniforms), and travel costs will be the responsibility of the individual student. Miscellaneous fees such as special course fees, key deposits, books, etc., will be paid directly by each participant student.

The Host university will provide an orientation to the visiting exchange students.

6. Insurance

Each participant student should purchase his or her own health and accident insurance. Proof of adequate insurance coverage must be submitted to the international office of each university.

7. Dependents

The obligations of each university under this agreement are limited to the exchange students only and do not extend to spouses or dependents. Expenses of accompanying spouses and dependents are the responsibility of the exchange student.

8. Student Eligibility

It is understood that both university will strive to designate only well-qualified individuals for participation in the program and that academic backgrounds, as well as letters of recommendation, will be provided to the Host university, as requested.

Eligible students should normally have completed at least four semesters of study or equivalent at the Home university.

9. Language Competency

Students must meet language proficiency requirements and provide proof of language proficiency as established by the Host university.

10. Academic Status of Students

All students will remain enrolled as regular degree candidates at the Home university and will not be enrolled as candidates for degrees at the Host university.

Credits toward the student's degree are to be awarded by the Home university. The visiting student should work with both the Host and Home university when selecting courses from those offered at the Host university; the Host university does not warrant that a specific class will be offered in a given academic term.

Students are expected to maintain the equivalent of a full course load at the Host university, but students are encouraged not to take an overload so that they have time to experience fully the cultural aspects of the visit.

Students enrolled in the Host university will be subject to the same rules and regulations as local students.

11. Effective Date and Termination of Agreement

This agreement comes into effect on the date of signature for an initial period of five (5) years and can be renewed for another five-year (5) period after the previous contract has expired. Extension of the agreement is an active step that should occur at least six month prior to expiry of the previous agreement and subject to prior existence of actual cooperation activities in the previous five-year period of contract. If the agreement is not actively renewed, it expires automatically. It may be amended by agreement of the parties.

Either party may initiate an amendment or appendix to this agreement at any time, which will be effective when agreed to and signed by both parties. Minor amendments may be agreed to by writings, including emails, exchanged by authorized persons at both university partners.

On the anniversary of the agreement, each university partner may submit a brief report indicating any imbalances in student numbers and/or other issues regarding the program that should be brought to the attention of the partner.

Either party may terminate this agreement at any time by giving written notice to the other party and termination will take effect six months from the date of that written notice.

Representatives / Primary Contact:

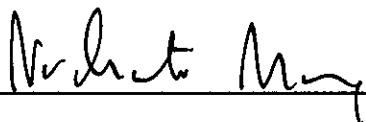
Prof. Osamu Kosaka
Vice president
Kanazawa Seiryō University
10-1 Ushi, Goshō-machi, Kanazawa
Ishikawa, 920-8620 JAPAN
TEL : +81-(0)76-253-5962
EMAIL: kosaka@seiryō-u.ac.jp

Faculty of Economics Center for International Affairs
Kasetsart University
Dr. Apichart Daloonpate
Economics Building 5216
50 Ngam Wong Wan Road
Lat Yao Chatuchak, Bangkok 10900 THAILAND
TEL: +66-2579-2800 ext. 5602
EMAIL: fecoacd@ku.ac.th

Authorized Signatures to Effectuate this Agreement

Kasetsart University Faculty of Economics
Dr. Nuchanata Mungkung, Dean
Economics Building 7th Floor 5701
50 Ngam Wong Wan Road
Lat Yao Chatuchak, Bangkok 10900 THAILAND
TEL: +66-2579-9579 ext. 5701
EMAIL: feconnm@ku.ac.th

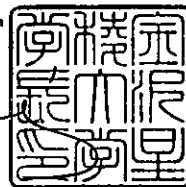
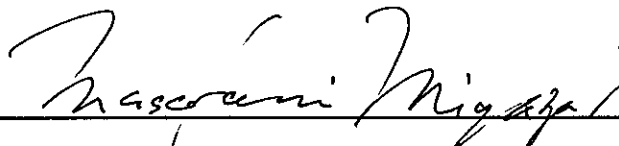
Signature: _____



Date: 02 FEB 2015

Kanazawa Seiryō University
Prof. Masafumi Miyazaki
President
Kanazawa Seiryō University
10-1 Ushi, Goshō-machi, Kanazawa
Ishikawa, 920-8620 JAPAN
TEL : +81-(0)76- 253-3994
EMAIL: mmiyaza@seiryō-u.ac.jp

Signature: _____



Date: 06 Feb. 2015

AGREEMENT FOR ACADEMIC EXCHANGE AND COOPERATION

BETWEEN

KANAZAWA SEIRYO UNIVERSITY (ISHIKAWA PREFECTURE, JAPAN)

AND

RANGSIT UNIVERSITY (PATHUMTHANI PROVINCE, THAILAND)

Kanazawa Seiryō University, located in Ishikawa Prefecture, Japan and, Rangsit University located in Pathumthani, Thailand with the objective of facilitating mutual friendship, educational cooperation between the two institutions, hereby conclude this agreement.

Article 1. Kanazawa Seiryō University and Rangsit University will cooperate promoting both educational opportunities and academic research for students.

Article 2. In order to promote the cooperation prescribed in Article 1, the two institutions may undertake various activities such as those listed below. The details of the collaboration will be specified through separate negotiations.

- (1) The exchange of students (short term as well)
- (2) The exchange of faculties
- (3) Organization of joint educational projects, including conferences and meetings
- (4) Other activities mutually agreed upon by the two institutions

Article 3. This agreement shall become effective on the date of signature by the representatives of the institutions, and will be effective for a period of five years. The period of validity may be extended upon mutual agreement of the two institutions.

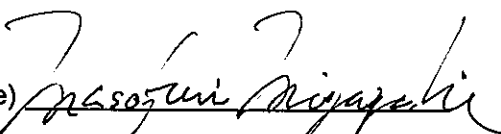
Article 4. Amendments to this agreement may be made upon mutual agreement of the two institutions.

Article 5. This agreement may be terminated after six months' written notice by either side.

This Agreement is made in English in two copies, one for each party.

Date: Feb. 24, 2015

Date: February 17, 2015

(Signature) 

Prof. Masafumi Miyazaki
President

(Signature) 

Arthit Ourairat, Ph.D.
President

KANAZAWA SEIRYO UNIVERSITY
10-1, Ushi, Gosho-machi, Kanazawa
Ishikawa, 920-8620 JAPAN
TEL: +81-(0)76-253-3994

RANGSIT UNIVERSITY
52/347 Moo 7, Lakhok Subdistrict
Muang District, Pathumthani 12000
THAILAND
TEL: +66-(0)2-997-2222

STUDENT EXCHANGE AGREEMENT ("the Agreement")

BETWEEN

TAYLOR'S UNIVERSITY, MALAYSIA

AND

KANAZAWA SEIRYO UNIVERSITY, JAPAN

The Agreement dated on the 1st day of December 2014.

BETWEEN

TAYLOR'S UNIVERSITY, a higher educational institution wholly owned by Taylor's University Sdn. Bhd. (Company No: 149634-D), a private limited company under the Companies Act 1965 having their registered address at No. 1, Jalan Taylor's, 47500 Subang Jaya, Selangor Darul Ehsan, Malaysia (hereinafter referred to as "**TU**") of the one part;

AND

KANAZAWA SEIRYO UNIVERSITY, 10-1, Ushi, Goshomachi, Kanazawa, Ishikawa 920-8620, Japan (Hereinafter referred to as "**KSU**") of the second part;

Both parties of the first and second part are hereinafter referred to singularly as "**the Party or the Institution**" and collectively as "**the Parties or the Institutions**", as the context may require.

PREAMBLE

- I. The Parties have agreed to implement within the framework of the statutes and regulations applicable in each institution, and amongst other things, student exchange programmes ["hereinafter referred to as "**the Exchange Programme**"],
- II. Within the framework of this exchange "**Home institution**" would mean the institution in which a student is formally enrolled as a degree candidate, and "**Host institution**" will mean the institution that has agreed to receive students from the home institution for a period of study on a non-degree basis.
- III. The purpose of each student exchange would be to enable students, to take classes at, but not to pursue a degree from, the host institution. Courses passed at the host institution will normally be accepted for credit towards the degree at the students home institution. It will be the responsibility of each participant in the student exchange programme to obtain pre-approval from his/her home institution for courses taken at the host institution.

- 1 -

*Taylor's University and Kanazawa Seiryo University
Student Exchange Agreement*

NOW THE PARTIES WISH to set the terms and conditions governing and facilitating the exchange of students between the Parties as follows:

1. PERIOD OF CONTRACT

- 1.1 This Contract shall be effective from the date on which it has been duly signed by both parties and shall remain in force for a period of five (5) academic sessions. Thereafter this Agreement shall be automatically renewed on a year to year basis or for a further period to be mutually agreed upon in writing by the Parties. On the anniversary of the Agreement, each Party will submit a brief report indicating any disparity in the number of exchange students and/or other issues or programmes.
- 1.2 Either Party may terminate this Agreement at any time by serving a written notice to the other Party at least one (1) year before the date of such termination.
- 1.3 In the event of either institution contravening or permitting the contravention of any of the provisions of this agreement, the other Party may at its discretion and without prejudice to any other remedies competent to it under this agreement terminate the agreement immediately.
- 1.3 In the case of any contravention or failure to implement the terms of this contract which is capable of being remedied by the institution, the other Party will not exercise its right to terminate the contract without first having given written notification to the institution requiring the same to be remedied within a reasonable timescale.
- 11.3 Termination of the agreement will not affect the exchange of students accepted for participation in the exchange program pursuant to this agreement or the obligations of each party to the exchange balance where such acceptance or obligations arise prior to the date of receipt of the termination notice.

2. NUMBER OF STUDENTS

- 2.1 The exchange of students will be based on the principle of reciprocity during the duration of this Agreement. On an annual basis, each Party will nominate five (5) qualified students to the other.
- 2.2 The Parties will review the Exchange Programme annually for any imbalances in the number of exchange students. It is recognised, however, that circumstances may preclude an even exchange of students in a particular year. Both institutions will adjust the number of students over the duration of this Agreement, as necessary to maintain a reasonable balance in the Exchange Programme.

- 2.3 In the event the response for student exchange is more than the five students on an annual basis, both Parties can mutually agree to extend the number of students to fit the circumstances PROVIDED both institutions will adjust the number of students to maintain an equal balance in the Exchange Programme.
- 2.4 If the exchange student voluntarily withdraws or is dismissed for disciplinary reasons before the end of the term, it will be considered as a complete exchange from the home institution. The host institution shall consult the home institution before finalising such action. The host institution shall notify the home institution of the students last date of attendance.

3. PERIOD OF ENROLMENT

- 3.1 The Exchange Programme for individual students may be for a period of one (1) semester or for a period of one (1) academic year.
- 3.2 The academic year will be as follows:
- TU: March - July
August - December
- KSU : April-June
June- July
September- November
November - February
- 3.3 Any variation to these periods of enrolment may only be allowed upon mutual agreement in writing by the Parties.

4. ACADEMIC ISSUES AND QUALITY CONTROL

- 4.1 Students will be screened for eligibility for admission by the home institution. Both Parties will strive to designate only well-qualified students for participation in this Exchange Programme and that the academic background of each exchange student as well as letters of recommendation, will be provided by the home institution to the host institution.
- 4.2 Exchange students must meet language proficiency requirements and any other academic requirements established by the host institution. The minimum requirements to be established for each student in both institutions are as defined in **Schedule 1**.

- 4.3 The Home Institution of the Student Candidate must use reasonable endeavours to facilitate the Student Candidate to comply with these requirements in Schedule 1.
- 4.4 Students shall be briefed by their own institution concerning regulations, procedures and the nature of the course at the partner institution. The partner institution shall designate a member of staff who shall be responsible for providing students with academic advice, and shall ensure that a personal tutor is assigned to each student.
- 4.5 The partner institution shall provide an academic progress report on each participant after completion of the study period and, in any event, prior to the conclusion of the academic session in which the study period took place.
- 4.6 Each partner institution shall have responsibility for the quality assurance and quality control of their own academic courses and awards.

5. ACADEMIC STATUS OF THE EXCHANGE STUDENTS

- 5.1 All exchange students will remain enrolled as students of the home institution. The exchange student will also be enrolled as students of the host institution for ONLY the academic period of exchange and for the modules and subject registered. Exchange students will not be accepted for enrolment as candidates or students for any degree at the host institution.
- 5.2 All students moving between the partner institutions shall be given full academic recognition by their own institution for work successfully completed during their study period. Exchange students are expected to maintain the equivalent of a full course load at the host institution.
- 5.3 Any credits towards the exchange student's degree are to be awarded by the home institution, subject to its rules and regulations and approval by the relevant approving authority of the home institution.
- 5.4 Students shall be entitled to participate in any introductory or orientation course or programmes that may be customarily be arranged for students at the host institution and shall have the same rights of access to academic and social facilities provided by the host institution as do the host institution students.
- 5.5 All exchange students enrolled in the host institution will be subject to the same rules and regulations as home students and any further regulatory requirements imposed by the government authorities as international students registered at the host institution

6. SELECTION AND SCREENING BY THE HOST INSTITUTION OF STUDENTS NOMINATED BY THE HOME INSTITUTION

- 6.1 The home institution will nominate applicants from its institution for the Exchange Programme.
- 6.2 Prior to the study period, members of staff responsible shall confirm in writing to the partner institution the names of participating students, specifying their academic level and the duration of the study period.
- 6.3 The host institution must be notified of the recommendation in writing at least three (3) months prior to the intended commencement date of the exchange period. The host institution reserves the right to determine the final selection and admission of each student nominated by the home institution.
- 6.4 The exchange students must satisfy all admission requirements including the language proficiency requirement of the host institution.
- 6.5 Both institutions must advise annually the dates by which applications must be received.
- 6.6 A complete set of application papers will normally consist of:
 - 6.6.1 Host institution application forms;
 - 6.6.2 Official copy of applicant's academic transcript;
 - 6.6.3 Other supporting letters and academic background materials relevant to specific course selections, as requested during the application process.

7. RESPONSIBILITIES OF THE HOST INSTITUTION AFTER ADMISSION OF EXCHANGE STUDENTS NOMINATED BY THE HOME INSTITUTION

- 7.1 The host institution will provide such exchange student with formal letters of admission and other documents as may be required for establishing his/her student status for visa and other purposes.
- 7.2 The host institution will assign admitted exchange student to the appropriate school, department or division of faculty, and to appropriate academic advisers.
- 7.3 All appropriate student services and facilities of the host institution will be made available (where possible) to exchange students.
- 7.4 Each institution will ensure that adequate arrangements are made for the reception and orientation of students on Exchange and Study Abroad programmes.

- 7.5 Partner institutions will take all necessary steps to ensure that visiting students are not unnecessarily placed in a high risk situation with regards to Health and Safety, and that the host University abides by the national legislation governing their country.
- 7.6 After the exchange student's completion of the period of study, the host institution will send the academic transcripts of the student's work to the appropriate officer of the home institution. By participating in an exchange, the students are automatically authorising the transmittal of this transcript.

8. STUDENT'S RESPONSIBILITY TO HOST INSTITUTION

- 8.1 Each exchange student will pay the regular fees for tuition, registration, admission and any other fees payable to the home institution and will receive any benefits from the host institution that are available for exchange students. Any additional benefits for exchange students may be provided by mutual written agreement between the Parties.
- 8.2 Miscellaneous fees such as special course fees, key deposits, books, etc., will be paid directly by each exchange student to the host institution.
- 8.3 Each exchange student shall be responsible for his or her own costs and expenses at the host institution including without limitation his or her own costs and expenses in travel, meal and accommodation. However, the host institution agrees to assist exchange students in obtaining accommodation for the period of the Exchange Programme. Whenever necessary, the Parties will provide a guide as to the expenses to be encountered by the exchange student while living in the host country.
- 8.4 Student participants will be personally responsible for purchasing the host institutions required health/medical insurance for the time period of their exchange.
- 8.5 The exchange participant shall provide emergency contact information. In the event the exchange participant is involved in any serious accident or other circumstances of grave nature, or is subject to disciplinary action, the host institution will immediately notify the home institution.

9. INSURANCE, ENTRY AND VISA REQUIREMENT

- 9.1 Each exchange student should purchase his or her own health and accident insurance. Proof of adequate insurance coverage must be submitted to the administrative body of each Party. Neither Party will assume responsibility for expenditure derived from the student illnesses or accidents.
- 9.2 Each exchange student shall ensure that all entry and visa requirements of the country of the host institution are complied with. Both Parties agree to

provide the exchange student with information regarding the pertinent legal provisions of each host country.

- 9.3 Each exchange student shall ensure that they keep their host institution fully informed of their movements and their contact details during the period of their exchange. The host institution will act as the point of contact with the student.

10. OTHERS

- 10.1 Exchange students will be expected to abide by the laws and customs of the host country and by the policies, rules and regulations of the host institution. Where possible they will also be required to sit the same examinations for the courses in which they are enrolled as students for the host institution.
- 10.2 Upon completion of the Exchange Programme at the host institution, the exchange students must return to their home institution.
- 10.3 Exchange students are strictly not permitted to work in the host country during the exchange programme period.

11. IMPLEMENTATION

- 11.1 Implementation of this Agreement is subject to sufficient funding being procured as appropriate by each Party.

12. AMENDMENTS OR MODIFICATIONS

- 12.1 No amendments, modifications, supplements, termination or waiver of any provision of this Agreement will be effective unless made in writing and duly signed by both Parties.

13. NOTICES

- 13.1 Every notice, request or any other communication required or permitted to be given pursuant to this Agreement shall be in writing, in English and delivered personally or sent by registered or certified air mail or by courier or fax (which shall be acknowledged by the other Party) to the Parties at the addresses as stated below :
- 13.2 If to TU: Taylor's University
Lakeside Campus,
No. 1 Jalan Taylor's,
47500 Subang Jaya,
Selangor Darul Ehsan,
Malaysia

Attention: **Global Mobility Office**
Fax no: +603 5629 5021
Email: Global.Mobility@taylors.edu.my

- 13.3 If to KSU : 10-1,Ushi, Gosho-machi,
Kanazawa, Ishikawa, 920-8620,
Japan

Attention: **International Exchange Center**
Fax: +81 76 253 3995
E-mail: iec@seiryō-u.ac.jp

14. COORDINATOR

- 14.1 Each institution will name an individual staff member to serve as the coordinator at the other institution.
- 14.2 To implement this memorandum, the staff from both sides responsible as coordinator/s, to consult one another and to agree upon proper implementation are stated below. The responsible staff of each party may be changed by notifying one another in writing.
- A Responsible Staff for implementation at TU:
- Ms Angeline Chan**
- B Responsible Staff for implementation at KSU:
- Ms Keiko Inoshita**

15. PUBLICITY

- 15.1 The prior written approval of both Parties is required before the production or dissemination of any material for the exchange programmes by both Parties, which are intended for public information in any language which bears either the name or crest of the other Party, such approval not to be unreasonably withheld.

16. CONFIDENTIALITY

- 16.1 The Institutions agree to keep confidential and in safe custody all data or information of a technical, commercial, financial, business or personal nature regarding the other which is furnished to or obtained by the institutions directly or indirectly in connection with this Agreement.

- 16.2 The Institutions agree to keep confidential and in safe custody all personal data of students and adhere to the privacy laws of each country in particular the Data Protection Act.

17. LEGAL INDEMNITIES AND POLICIES

- 17.1 Intellectual Property ownership in its proprietary sense shall devolve on the party whose personnel has carried out the work, giving due recognition to those who have collaborated in the execution of the said work. Publication of various kinds (articles, pamphlets etc) as well as joint projects and diffusions that will be generated as a result of this Agreement will be carried out by mutual consent. Both Parties expressly agree that both parties may use the results obtained from the activities authorised in this Agreement for their present works.

Intellectual property (IP) ownership shall be defined as follows:

- a. IP that include claims for subject matter developed solely by host institution students or faculty would be owned solely by host institution and vice versa;
- b. IP that include subject matter developed jointly by the host institutions students and faculty and the home institution students or faculty would be jointly owned by the host institution and the home institution.

- 17.2 Subject to applicable laws:

- (a) each Institution indemnifies ('**Indemnifying Institution**') and agrees to keep indemnified the other Institution, its directors, officers, employees, agents and students ('**Indemnified Institution**') against all liability, loss, costs, damages or expenses (including legal costs and expenses) incurred or suffered by the Indemnified Institution as a result of any willful misconduct or negligent act or omission by the Indemnifying Institution; and
- (b) neither Institution will be liable to the other Institution for incidental damages such as loss of profits, revenue, goodwill or opportunities, and each Institution's liability under this Agreement is reduced to the extent that any liability, loss, costs, damages or expenses arise from or are attributable to any willful or negligent act or omission by the Indemnified Institution.

- 17.3 Each Institution agrees to provide the same level of protection to students, both financial (including insurance) and otherwise, as would be provided to other students enrolled at their Institution.

- 17.4 Both institution subscribe to a policy of equal opportunities and will not discriminate on the basis of race, gender, age, ethnicity, religion, sexual

- 9 -

*Taylor's University and Kanazawa Seiryo University
Student Exchange Agreement*

orientation or handicap.

18. FORCE MAJEURE

- 18.1 Neither Institution will be held responsible or liable, or be deemed to be in default or breach of this Agreement, for any delay, failure or inability to meet its obligations under this Agreement (other than any obligation to pay money) caused by or arising from any cause that is unavoidable or beyond the reasonable control of the Institution, including war, warlike operations, riot, insurrection, orders of government, strikes, lockouts, public health emergencies, quarantines, disturbances or any act of God or other cause which frustrates the performance of this Agreement.

19. NATURE OF AGREEMENT AND AMENDMENT

- 19.1 This Agreement, any Schedule and any mutually agreed amendment shall constitute a binding Agreement for both Institutions and constitutes the entire agreement between the Institutions on its subject matter.
- 19.2 Nothing contained or implied in this Agreement establishes any Institution as an agent, representative or legal partner of the other Institution.
- 19.3 This Agreement and any Schedule to it may be amended, modified, extended or renewed only with the written, mutual consent of both Institutions.
- 19.4 The rights and remedies of each party under this Agreement shall not be diminished, waived or extinguished by any failure or delay by that party to exercise such a right or remedy.
- 19.5 This Agreement, including any attachments or schedules incorporated by reference constitutes part of the entire agreement between the Parties relating to the matters contained herein.

20. DISPUTES

- 20.1. The parties shall attempt to resolve in good faith any dispute arising between them out of the operation of this Agreement. If the dispute cannot be resolved informally, it shall be referred to the Vice-Chancellors of the KSU and TU.
- 20.2 If the dispute thereafter cannot be resolved within thirty (30) days, either Party shall have the right to submit the dispute to Arbitration or the courts of competent jurisdiction as they see fit.
- 20.3 The parties agree to co-operate in dealing with or defending any claim by a third party arising out of the operation of this Agreement.

21. GOVERNING LAW AND ARBITRATION

- 21.1 This Agreement is governed by the law in force in Japan provided that nothing in this agreement shall compel TU to act contrary to the laws of Malaysia.
- 21.2 In the event that any misunderstanding, disagreement or dispute shall arise between the parties hereto concerning any aspect of this Agreement, including any dispute touching the validity or the construction, meaning or effect of this Agreement, or the rights or liabilities of the parties hereunder, or any matter arising out of the same, or connected herewith, the parties hereby covenant that, in keeping with the cordial relationship of good faith and mutual trust that exists between them, they will exercise earnest efforts and use their best endeavors to resolve any such misunderstanding, disagreement or dispute in an amicable manner so as to eliminate any discord and avoid any conflict.
- 21.3 In the event that dispute, difference or question cannot be resolved amicably between the parties, then such dispute may be referred by any party giving a notice in writing to the other party requiring the dispute to be settled by arbitration in Japan in accordance with the arbitration rules of the International Chamber of Commerce Rules of Arbitration, for the time being in force, which rules are deemed to be incorporated by reference into this clause. The language of the arbitration shall be English.

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SCHEDULE 1

(To be constructed as an essential part of this Agreement)

Minimum requirements to be satisfied by each student in both institutions are as follows:

Undergoing the undergraduate programme:

The parties do not require an English Language Proficiency test from the students, they do not have to submit a TOEFL, IELTS etc. score to be admitted to the host institution.

However, the students should at least meet the following requirements to be able to successfully complete their semesters at the host institutions. These requirements are:

English Language proficiency of minimum TOEFL 550, IELTS 6.0 or equivalent

CGPA of 2.5 and above.

For avoidance of doubt, KSU stating that the applicant demonstrates the necessary English skills as well as a good academic performance will be sufficient.

IN WITNESS THEREOF, both Parties have caused this Agreement to be executed by their duly authorised representatives.

For and on behalf of
TAYLOR'S UNIVERSITY

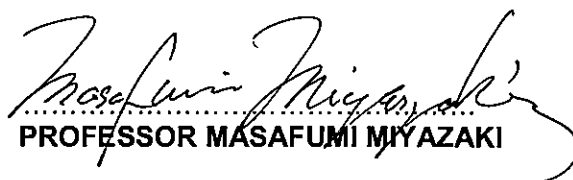


.....
PROFESSOR DATO' DR HASSAN BIN SAID

Vice-Chancellor & President

Date: 12/2/15

For and on behalf of
KANAZAWA SEIRYO UNIVERSITY

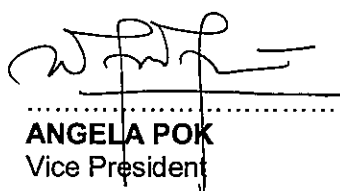


.....
PROFESSOR MASAFUMI MIYAZAKI

President

Date: 2015 / 2 / 2

In the presence of



.....
ANGELA POK
Vice President

Student Experience

In the presence of



.....
OSAMU KOSAKA
Vice President

International Exchange, Research
Support, Regional Contribution

**MEMORANDUM OF COOPERATION
BETWEEN
ASIA PACIFIC UNIVERSITY OF TECHNOLOGY & INNOVATION
AND
KANAZAWA SEIRYO UNIVERSITY**

Asia Pacific University of Technology & Innovation, located in Technology Park Malaysia, 57000 Kuala Lumpur, MALAYSIA and Kanazawa Seiryō University, located in 10-1, Ushi Gosho-machi Kanazawa, Ishikawa, JAPAN hereby agree to this exchange agreement on academic exchange for the mutual interest of both institutions. This agreement is aimed at improving the level of research and education at both institutions, and prescribes the following items to facilitate mutual understanding between the constituents of both institutions through exchanges.

I. Objectives of cooperation

This agreement intends to promote academic research exchanges, student & faculty exchanges, and mutual cooperation between the two institutions, and strives to enhance the effect of international exchanges through respect and cooperation on mutually equal positions.

The specific areas of cooperation between the two institutions are as follows:

- Student exchanges
- Faculty exchanges
- Joint research and seminars
- Exchange of academic information
- Student science research exchanges
- Faculty sabbatical research exchanges
- English as a Second Language development
- Study Abroad
- Participating academic programs and colleges

The terms of such mutual assistance and the necessary budget for each specific program and activity that is implemented under the terms of this agreement shall be mutually discussed and agreed upon by both parties with specific articulation. Furthermore, special programs and other special activities shall be agreed upon in writing by the two institutions prior to implementation. Specific details not prescribed in this agreement may be put into practice through mutual discussion, and related documents shall be produced.

II. Student exchanges

A. Each year each institution may send exchange students to the partner university beginning with the 2019_academic year. The number of students is by prior discussion and subject to agreement unless this number is changed with the mutual consent of the two parties. The international education advisors of the two institutions shall review the program annually to identify any imbalance in the number of exchange students and adjust the number of students the following year or suggest other programs if necessary in order to maintain a reasonable balance in the exchange. This may be achieved through discussion between the international education advisors of the two institutions.

B. Subject to discussion and only if a mutual agreement is reached, exchange students shall pay tuition at their home institution and then have the tuition waived at the host institution.

C. Exchange students are allowed to apply to any academic program offered by the host institution as long as the exchange student meets the requirement of the program. Exchange students may be subject to the rules and regulations of the respective agency or Ministry that is in force in respect of study duration, subject requirements towards fulfilment of Degree requirements and transfer of credits.

D. Applications and all other required documents stipulated by each institution shall be forwarded four months prior to the commencement of each semester.

E. Exchange students shall be responsible for all expenses, including:

- Round-trip airfare
- Room & Board (students are required to reside on campus)
- Medical insurance or equivalent
- Textbooks and living expenses
- Expenses related to entry into and departure from the countries
(alien registration, visa, visa extension, etc.)

F. Exchange students shall agree to abide by all the rules and regulations of the host institution and the host country.

G. Any academic credit earned at the host institution may be transferred to the home institution. The transfer of credits is however subject to the rules and regulations of the respective agency or Ministry that is in force. Each institution agrees to provide the home institution with an official academic report for all exchange students at the end of each semester.

H. The host institution shall provide exchange students with academic guidance, counseling, and student support services.

III. Faculty Exchanges

The two institutions agree in principle to the possibility of exchanges by the administration and faculty members. The details of such arrangements will be negotiated at the appropriate time and will be governed by the institutional staffing rules and relevant approval processes. The participating institutions shall not be responsible for any private arrangements made by participating administration and faculty concerning exchange of accommodations, vehicles, etc.

IV. Amendment, Extension, and Termination of the Agreement

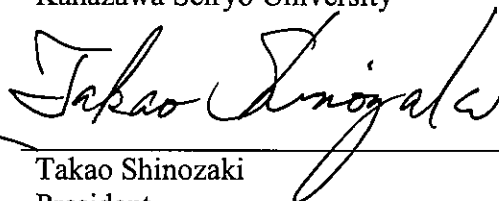
This agreement shall go into effect upon its approval by each institution and shall continue until such time as either institution gives notice to terminate the agreement. Termination of the agreement shall require a minimum of six months advance notice and shall be without penalty. The agreement may be revised upon mutual consent of the Vice-Chancellor of Asia Pacific University of Technology & Innovation and the President of Kanazawa Seiryō University.

Asia Pacific University of Technology &
Innovation



Prof. Ron Edwards
Vice-Chancellor

Kanazawa Seiryō University



Takao Shinozaki
President

Date : 30/10/18

Date : 5/10/2018

AGREEMENT FOR ACADEMIC EXCHANGE AND COOPERATION

BETWEEN

KANAZAWA SEIRYO UNIVERSITY (ISHIKAWA PREFECTURE, JAPAN)

AND

ASIA PACIFIC UNIVERSITY OF TECHNOLOGY & INNOVATION (KUALA LUMPUR, MALAYSIA)

Kanazawa Seiryō University, located in Ishikawa Prefecture, Japan, **Asia Pacific University of Technology & Innovation**, located in Kuala Lumpur, Malaysia with the objective of facilitating mutual friendship, educational cooperation between the two institutions, hereby conclude this agreement.

Article 1. Kanazawa Seiryō University and Asia Pacific University of Technology & Innovation will cooperate promoting both educational opportunities and academic research for students.

Article 2. In order to promote the cooperation prescribed in Article 1, the two institutions may undertake various activities such as those listed below. The details of the collaboration will be specified through separate negotiations.

- (1) The exchange of students (short term as well)
- (2) The exchange of faculties
- (3) Organization of joint educational projects, including conferences and meetings
- (4) Other activities mutually agreed upon by the two institutions

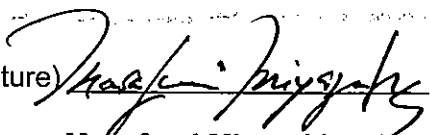
Article 3. This agreement shall become effective on the date of signature by the representatives of the institutions, and will be effective for a period of five years. The period of validity may be extended upon mutual agreement of the two institutions.

Article 4. Amendments to this agreement may be made upon mutual agreement of the two institutions.

Article 5. This agreement may be terminated after six months' written notice by either side.

This Agreement is made in English in two copies, one for each party.

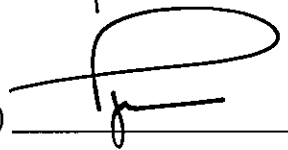
Date: May 24, 2017

(Signature) 
Masafumi Miyazaki

President

KANAZAWA SEIRYO UNIVERSITY

Date: July 24, 2017

(Signature) 
Dr Parmjit Singh

Executive Director

ASIA PACIFIC UNIVERSITY OF
TECHNOLOGY & INNOVATION

MEMORANDUM OF UNDERSTANDING
between
Management Development Institute of Singapore
and
Kanazawa Seiryō University

1. Purpose of this Memorandum of Understanding

This Memorandum of Understanding (“MoU”) is made between the Management Development Institute of Singapore, hereinafter known as “MDIS”, and Kanazawa Seiryō University for the purpose of promoting cooperation and developing a mutually beneficial partnership between the two institutions.

2. Parties to the Memorandum of Understanding

MDIS

The Management Development Institute of Singapore, founded in 1956, is Singapore’s oldest professional institute for lifelong learning. A pioneer and market leader in the independent education sector, MDIS creates opportunities and paves the way for individuals to excel in their quest for educational and professional excellence. Partnering globally recognized universities from around the world, we develop individuals ready for industry challenges in Business and Management, Engineering, Information Technology, Life Sciences, Mass Communications, Psychology, and Travel, Tourism and Hospitality Management.

Kanazawa Seiryō University

Kanazawa Seiryō University is a private university in Kanazawa City, Ishikawa Prefecture, which is located in the Hokuriku region of Japan. Formerly known as Kanazawa College of Economics (a college with only the Faculty of Economics), it was founded in 1967 by Inaoki Educational Institution. The name was changed to Kanazawa Seiryō University in 2002, and the graduate school was established the same year. With the creation of the Faculty of Human Sciences in 2007 and the Faculty of Humanities in 2016, Kanazawa Seiryō University is now a university with a Faculty of Economics, a Faculty of Human Sciences, a Faculty of Humanities and a graduate school.



3. Principles and Scope of Cooperation

- 3.1. Based on the principle of mutual benefit and reciprocity, both parties agree to explore opportunities in the following areas:
- To jointly organize seminars, promotional and marketing activities and/or networking sessions;
 - To publish regular newsletters and/or journals that promote and support the objectives of both parties;
 - To facilitate and promote student and or staff exchanges between both parties;
 - To develop and offer short-term professional development or training courses; and
 - To consider further academic cooperation leading to articulation and other collaboration arrangements.
- 3.2. Details of any specific activities will be developed jointly based on this MoU and may lead to other agreements as required.
- 3.3. The cost of any of the cooperative activities will be funded as mutually determined. All cooperative activities under this MoU will be subject to the availability of funds.
- 3.4. Annexes in respect of these activities /agreement may be attached to this MoU.

4. Representation to the Public and Confidentiality

- 4.1. Neither party shall use the name or logo of the other party for any purpose whether in relation to any advertisement or other form of publicity without obtaining the prior written consent of the other party.
- 4.2. Notwithstanding the generality of the above, the parties may notify third parties of the fact that this MoU is in effect.
- 4.3. All information furnished in relation to this MoU by one party to the other, which is clearly identified as proprietary or confidential at the time of disclosure, will be kept confidential by the receiving party, and will not be disclosed to any third party otherwise than to carry out the provisions of this MoU, unless agreed in writing between the parties.



5. Benefits and Obligations of Partners

This partnership brings a wealth of experiences, resources, and expertise and both institutions shall actively communicate the benefits of this partnership to students by:

- Linking website and providing banner space on the home/landing webpage
- Distributing information pamphlets during student orientation
- Displaying logos and materials
- Setting up dedicated information bulletin board
- Introducing partners in newsletter or bulletin
- Posting flyers or posters on campus
- Inviting faculty and students to participate in events and competitions organized by the partner
- Organizing public events with invitation to the partner where students can learn more about the partnership

Both institutions will designate a contact person to undertake the specific implementation of these communications.

6. Contact Persons

To facilitate cooperation under this MoU, both parties agree to designate contact persons for the purpose of communicating information and coordinating any necessary activities. The following people will be the designed persons:

MDIS
Ethan Wong
Senior Manager
International Management

Email: kokhon_wong@mdis.edu.sg
Main: (+65) 6278 8000
DID: (+65) 6796 7852
Fax: (+65) 6796 7666
Address: 501 Stirling Rd, (S) 148951

Kanazawa Seiryō University
Mina Nakamichi (Ms.)
Staff
International Exchange Division
International Exchange Center
Email: mina-n@seiryō.jp
Main: + 81-76-253-3896
Fax: +81-76-253-3617
Address: 10-1 Ushi, Gsh-machi,
Kanazawa, Ishikawa, 920-8620,
Japan



7. Amendments

This MoU may be amended and supplemented in writing at any time by the mutual consent of the parties in writing.

8. Duration

This MoU will come into effect on signature and will continue indefinitely until six months after either party submits a formal notification of cancellation.

IN WITNESS WHEREOF, each of the undersigned parties represents and warrants that it has the full authority to sign and enter into this MoU on behalf of the institution that each purports to represent.

Signed on behalf of

MDIS

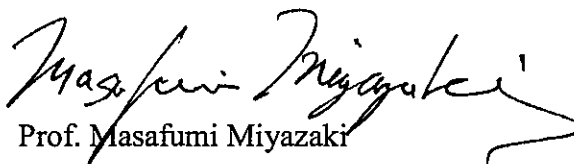


Dr R. Theyvendran, PBM

Secretary-General

Signed on behalf of

Kanazawa Seiryo University



Prof. Masafumi Miyazaki

President

Date

March 28, 2018

Date

March 28, 2018



KANAZAWA SEIRYO UNIVERSITY

金沢星稜大学

PARTNERSHIP CONTRACT
BETWEEN
TOMAS BATA UNIVERSITY IN ZLÍN
AND
KANAZAWA SEIRYO UNIVERSITY



Tomas Bata University in Zlín, VAT ID: CZ70883521, ID: 70883521, Nám. T. G. Masaryka 5555, 760 01 Zlín, Czech Republic, represented by the Rector, Prof. Ing. Petr Sáha, CSc., and Kanazawa Seiryō University in Ishikawa, 10-1 Ushi, Gosho-machi, Kanazawa, Ishikawa, 920-8620, Japan, represented by the President, Prof. Masafumi Miyazaki, wish to enhance relations and to develop academic, cultural and scientific interchange in the areas of education, research, and other activities, agree to cooperate and work together toward the internationalization of higher education.

The areas of cooperation will include any program offered by either university, which is felt to be desirable and feasible for the development and strengthening of cooperative relationships between the two institutions. However, any specific program shall be subject to mutual consent, availability of funds, and the approval of each university. This may include:

- Exchange of faculty members
- Exchange of students
- Joint research projects
- Joint conferences
- Joint cultural programs

The terms of mutual assistance and cooperation shall be discussed and agreed upon in writing by the appropriate officers of both parties prior to the initiation of any particular program or activity.

This contract becomes valid once signatures from both contracting parties have been obtained and shall remain in effect for an initial period of three years. Thereafter, it shall be automatically renewed from year to year; however, after the initial period, either institution may terminate the contract at the end of a given year by giving six months notice in writing of such intent.

On behalf of
KANAZAWA SEIRYO UNIVERSITY
10-1 Ushi, Gosho-machi,
Kanazawa, Ishikawa,
920-8620 Japan

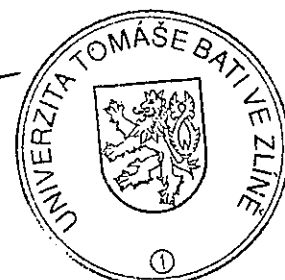
Prof. Masafumi Miyazaki
President

Dated: April the 21, 2015

On behalf of
TOMAS BATA UNIVERSITY IN ZLÍN
VAT ID: CZ70883521
ID: CZ70883521
Nám. T. G. Masaryka 5555
760 01 Zlín
Czech Republic

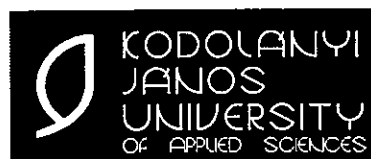
Prof. Ing. Petr Sáha, CSc.,
Rector

Dated: 21.4.2015



KANAZAWA SEIRYO UNIVERSITY

金沢星稜大学



**MEMORANDUM OF UNDERSTANDING
BETWEEN**

**KANAZAWA SEIRYO UNIVERSITY
JAPAN**

AND

**KODOLANYI JANOS UNIVERSITY OF APPLIED SCIENCES
HUNGARY**

With the aim to establish friendly relations and understanding between two nations to develop mutually beneficial cooperation in the field of higher education, science research and culture Kanazawa Seiryō University from one Part, and Kodolanyi Janos University of Applied Sciences, from another Part, have decided to conclude present Memorandum predicated upon the following paragraphs:

ARTICLE 1

1.1. The primary objective of this Memorandum is to create a means of cooperative efforts between the two institutions to affect the academic interchange of students and faculty as well as academic and research information between the two institutions.

1.2. The Parts further understand and agree that this Memorandum is incorporated into and will provide the foundation and framework for, the particular programs developed by the two institutions and memorized in Program Agreements. Specific exchange criteria and assistance details will be noted in the Program Agreements.

1.3. Both Parts agree there may be several supplementary documents to this Memorandum. Each Program Agreement will be project-specific, listing agreements for exchanges, funding, and other pertinent details.

1.4. For the aims of present Memorandum both parts agreed that term «Program Agreement» is a duly, executed agreement that sets forth the specific details of particular cooperative activities or programs that students, faculty or administration participate in as authorised by this Memorandum. Program Agreements shall not be effective until they have been reduced to writing and executed by the authorised representatives of the Parts.

ARTICLE 2

2.1. Both institutions agree to make efforts in extension of their experience in any branch of university administration and structure, in exchange of information on the problems of pedagogic, methods of teaching at higher schools and in training highly qualified specialists.

ARTICLE 3

3.1. The Parts express their desire to carry out international books-exchange and will exchange different expositions and some other material displaying the achievements of the two higher educational establishments.

ARTICLE 4

4.1. The Parts express their desire to carry out joint scientific researches of the most topical problems of science and technology and in the field of managing and administrating higher education institutions and systems.

4.2. The Parts will have equal rights in using the results of their joint work within the inter-institution cooperation.

ARTICLE 5

5.1. The Parts will cooperate in the field of Tourism and Hospitality, Business Administration and International Relations.

ARTICLE 6

6.1. Both Parts will promote exchange of students, faculty, researchers and administrative personnel on conditions and terms set forth in the Program Agreements listing duration, funding, services and other pertinent details as previously agreed.

ARTICLE 7

7.1. The Parts agree to invite teachers, scientists and university administration personnel to participation in scientific conferences and symposiums.

7.2. The financial conditions of visit will be noted in the Program Agreements.

ARTICLE 8

8.1. The Parts may include into this Memorandum supplements necessary for other fields of cooperation.

ARTICLE 9

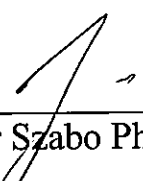
9.1. The Parts will elaborate working programs for every 2 years where eligibility, duration, terms and conditions of cooperation are defined. To adopt and sign the working Program Agreements, the sides will exchange delegations of authorized representatives of the Universities.

9.2. The financial conditions of visit will be noted in the Program Agreements.

ARTICLE 10

10.1. The present Memorandum shall take effect on the date of its signing by both Parties and shall be valid for 5 years. If six months before of expiry date neither Part notifies in writing of its desire to terminate this Memorandum or to alter its terms and conditions, this Memorandum is automatically prolonged for next 5 years.


10.2. The Agreement is written and signed in English in four original copies.



Dr.h.c. Peter Szabo Ph.D
Rector
Kodolanyi Janos University
of Applied Sciences

Szekesfehervar, Hungary

20/04/2015



Prof. Masafumi Miyazaki
President
Kanazawa Seiryo University

Kanazawa, Japan

20/04/2015



KANAZAWA SEIRYO UNIVERSITY

金沢星稜大学



KODOLÁNYI
JÁNOS
UNIVERSITY
COLLEGE

AGREEMENT FOR COOPERATION AND EXCHANGE

Kanazawa Seiryō University and Kodolányi János University College enter into the following terms of agreement with respect to scholarly and educational exchanges.

1. Both universities pledge to cooperate in a spirit of mutual understanding and goodwill, and to strengthen ties of friendship.
2. Through close mutual cooperation, both universities shall engage in exchanges of faculty, researchers, students as well as scholarly publications.
3. A memorandum on implementation of this agreement shall be made by both institutions.
4. This agreement shall be valid for a period of two years from the date of signing, and thereafter it shall continue to be valid unless either party expresses in writing its intention to terminate it.

Prof. Isamu HAYASE
President
Kanazawa Seiryō University
Kanazawa, Japan



Dr. Péter SZABÓ
President
Kodolányi János University College
Székesfehérvár, Hungary

6th September 2004, Budapest

Students Exchange Agreement

between

Kanazawa Seiryō University

and

Kodolanyi Janos University of Applied Sciences

Preamble

1. Kanazawa Seiryō University, Kanazawa, Ishikawa, Japan (hereinafter referred to as "KSU") and Kodolanyi Janos University of Applied Sciences, Szekesfehervar, Hungary (hereinafter referred to as "KJU") agree to conclude this agreement on Student Exchange with the aim to expand educational opportunities, collaboration and to further international understanding.
2. In this after, "Home institution" means hereinafter the institution in which a student is enrolled in its undergraduate program and other programs proposed by the other institution, and "Host institution" means the institution which has agreed to accept students from the home institution for period of study agreed by both institutions.

Purpose of the Agreement

The purpose of this agreement is to enable each exchange students to study in the host institution on a non-degree basis. The credits earned by the exchange students at the Home institution shall be accredited by the Home institution according to its predetermined procedures.

Number students to be exchange Students

1. In principle, the number of exchange students from each university shall not be more than (5) for a full year or (2) for 1 semester . However, when the Home institution seeks to send larger number of students than related as above, the both institutions shall enter in consultation to agree mutually to extend the number of students to adapt the circumstances.
2. It is recognized for each institution to preclude the exchange of equal number of students for a particular year. However, both institutions will adjust the number of students over the duration of this Agreement, which is necessary to maintain a reasonable balance of exchange students.

3. Even if an exchange student voluntarily recedes or is dismissed because of violation of school regulations of the Host institution, it will be considered as an exchange from the Home institution. The Host institution and the Home institution shall enter in the consultation before finalizing such decision.

Academic Status of Students

1. All exchange students enrolled in the Host institution must keep the same regulations as the home students and the rules and laws imposed by the government of the Host institution as an international student.
2. All exchange students have the right to participate in any orientation program or programs that may be arranged for students at the Host institution and to access to any academic and social facilities provided by the Host institution as do the home students

Selection of Exchange students by the host institution

1. The Host institution will nominate exchange students as applicants from the Home institution for the Exchange program.
2. Member or staff charged in the Exchange program shall confirm in writing to the Host institution the names of applicants for Exchange program, specifying their academic level or academic report provided by the Home institution and their English competency.
3. The Home institution must notify the necessary information required by the Host institution at least three months prior to the intended beginning date of the exchange period
4. The exchange students must satisfy all the requirements including the language proficiency required by the Host institution.
5. Although the both institution do not require an English language Proficiency Certificate from the students. They do not have to submit a TOEFL, IELTS score to the Host institution, the exchange students should meet the following requirements to successfully study at the Host institution.

These requirements are as below: :

- English Language Proficiency of minimum TOEFL pbt520(~550), TOEFL ibt69(~79) IELTS 5.5(~ 6)or equivalent of Common European Framework of Reference of Languages.

Dependents

The obligations of each institution under this agreement are limited to the exchange students only and do not extend to spouses or dependents. Expenses and every

procedure required by the Government for them to accompany the exchange students are the responsibility of the exchange students.

Responsibilities of the Host institutions after admission of exchange student

1. The host institution shall provide each exchange student with formal letter of admission and other documents necessary to establish the students status for visa and other purposes.
2. Each institution will ensure the necessary and appropriate arrangements for the reception and orientation of the exchange students.
3. The Host institution will provide the exchange students with the necessary information

Tuitions fee and other expenses

1. Host institution waives the tuition fees and admission fees of the exchange students.
2. Other expenses like textbook and so on are in the charge of exchange students

Financial responsibilities of Exchange Students

1. Exchange students will be responsible for the dispenses as below
 - 1) Travel to and from the Host institution
 - 2) Books, stationery needed for their study
 - 3) Accommodation and living expense
 - 4) Health insurance and Travel insurance
2. Home institution must satisfy itself that an exchange student has the ability to meet all his or her financial responsibilities as related above.

Insurance

Each participant exchange student must take out her or his own health and accident insurance. Each exchange student must submit the certificate of adequate insurance coverage to the Host institution.

Welfare of the support for the exchange students

1. The Host institution is committed to support the health, wellbeing of the students of the exchange students participating in any kind of study program in the Host institution.
2. Host institution will provide the exchange students with health and safety information when registering on their course. This includes information on how to access the university's security facility and national health and emergency services.
3. General information is given by the Host institution to the students on aspects such as traffic sense, being out at night, and public transport and money matters according to the request of the Home institution.
4. Each institution informs each other how to contact in case of emergency of students.

5. The Home institution provides student profiles to the Host institution in order to allow appropriate arrangements to be made according the request of the Host institution. This should include full medical details and insurance coverage and parental signature of the students in their minority.

Accommodation

The Host institution does not always guarantee a residential hall or accommodation on campus. However, every possible effort will be made to assist the exchange students to obtain an on-campus, or off-campus accommodation within a reasonable distance. All the costs needed to obtain an accommodation, including key money, rental deposit, commission to a real estate agency should be paid by the exchange students.

Period of Agreement

1. This agreement will come into effect from the date of signature by both parties, and will remain in force for five years and may be renewed or amended upon mutual agreement between two institutions
2. This agreement shall be automatically renewed from 5 years to another five years except that one or both of the institutions may hope to terminate this agreement with a six months in advance by written notice..

Governing Law and Disputes

1. This Agreement is governed in conformity with the respective national laws, rules and regulations of the Parties.
2. Any misunderstanding, disagreement and disputes concerning the interpretation, the implementation or the application of any article of this agreement should be solved in keeping with the amical relationship of good faith and mutual trust of the both of institutions without reference to any third party or international tribunal..

For and on behalf of

Kanazawa Seiryō University

Prof. Masafumi Miyazaki

President

For and on behalf of

Kodolanyi Janos University of Applied Sciences

Dr. h. c. Péter Szabó Ph.D

Rector

Date 20/04/2015

Date 20/04/2015

**PARTNERSHIP AGREEMENT
FOR OVERSEAS ENGLISH LANGUAGE TRAINING**

This Agreement is made and entered into by:

Dublin City University Language Services, Ireland
(Hereinafter DCULS)

AND

Kanazawa Seiryo University, Japan

Dated: 23/09/2014

Contractual Agreement

This AGREEMENT is made and entered into by and between Kanazawa Seiryo University and Dublin City University Language Services, Dublin City University, Ireland (hereinafter DCULS).

Purpose

The purpose of this Agreement is to clarify the scope of partnership between DCULS and Kanazawa Seiryo University and to outline the nature of responsibilities to be assumed by both parties with respect of Kanazawa Seiryo University students.

The collaboration between the two institutions is expressed, at the present time, through DCULS' acceptance of Kanazawa Seiryo University students for English language programmes.

Provisions

This contract is for an English Language Programme specifically planned for Kanazawa Seiryo University by DCULS. The intent of this contract is to enumerate and clarify rights and responsibilities of the parties.

ARTICLE 1. PROGRAMME DESCRIPTION:

- I. DCULS will provide an English Language Programme to Students of Kanazawa Seiryo University
- II. The content of the programme including the duration, transport, and accommodation will be agreed in advance.
- III. The course schedule will be clarified and agreed in writing by way of a detailed written proposal.
- IV. The Social Activity Programme will consist of a campus orientation and other student activities with international students. Closed group tours will be priced separately and are not included in the programme fees.

- V. DCU accommodation will be provided to students from the Sunday of arrival to the Saturday of departure. We offer host family accommodation or campus apartments (summer only). Fees vary depending on the option chosen.
- VI. DCULS will appoint a Coordinator to manage this programme and will provide regular feedback and updates to Kanazawa Seiryō University staff.

ARTICLE 2. RESPONSIBILITIES OF DCULS:

- I. To plan and implement all components of the programme in Ireland and to arrange letters of invitation for each student on receipt of payment.
- II. To provide Kanazawa Seiryō University with an outline of programme fees including administration and registration fees, as well as an outline of the programme contents.
- III. To arrange and oversee the accommodation needs of students before and during their stay. To provide accommodation for students as requested.
- IV. To provide tuition as described in Article 1 and related instructions, and required course materials for participants.
- V. To provide student support services and advice as necessary.

ARTICLE 3. RESPONSIBILITIES OF Kanazawa Seiryō University:

- I. To promote and explain the programme to students. The booking of Programmes and associated travel arrangements (flights) will be the responsibility of Kanazawa Seiryō University
- II. To inform students that personal and medical insurance should be arranged to cover the period of participants' stay in Ireland and is not covered by the fees paid to DCULS.
- III. Inform all participants of the projected expenses, for both the programme and the miscellaneous, that are to be incurred during the period of the programme in Ireland.
- IV. Advise participants to carry International Student Cards with them.
- V. Instruct all participants to comply with the rules and regulations of DCULS

ARTICLE 4. FEES AND PAYMENT:

- I. Programme fees will be agreed in advance and priced in EUROS per student.
- II. Fees are payable at least 8 weeks before programme commencement.
- III. A €100 EURO administration fee applies in the case of visa refusal (should any of the students require a visa). All monies received minus a €100 charge will be refunded. Offer letters must be returned and refunds can only be issued following the end of the appeals process.
- IV. All Fees and Payments are payable to DCU LS Ltd.

ARTICLE 5. TERMINATIONS

Kanazawa Seiryō University and DCULS agree that any party may withdraw from and terminate the Agreement, if notice is given to the other party not later than 30 days prior to course commencement.

ARTICLE 6. CHANGES:

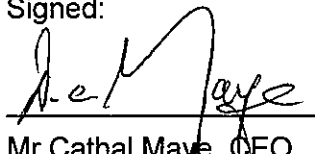
- I. It is recognized that a programme of this nature may require some changes in academic content, operational arrangements, number of participants, dates, and procedures as the planning progresses. It is therefore agreed that when such changes occur they shall be discussed and mutually agreed upon in writing. Such agreements shall be attached to and become a part of this Agreement.

ARTICLE 7. OTHER

- I. Attendance for the academic programme of the DCULS is mandatory for students.
- II. DCULS is not responsible for costs incurred due to delayed / missed flights. Such costs are solely the responsibility of The Client, their team leaders / guardians and students.
- III. There will be no refunds in any circumstances for students who leave the programme early or arrive later than the scheduled start date.
- IV. Students must obey the rules for DCULS Students.

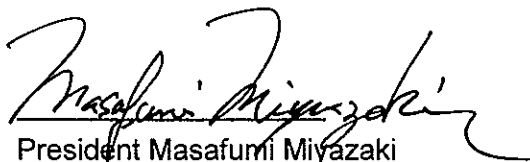
On behalf of

Signed:



Mr Cathal Maye, CEO
DCU Language Services
Ireland

19/11/14
Date



President Masafumi Miyazaki
Kanazawa Seiryō University
Japan

2/12/14
Date



**ONE-WAY UNIVERSITY LINKAGE AGREEMENT
AGREEMENT FOR EDUCATIONAL COOPERATION**

**Between
DUBLIN CITY UNIVERSITY
And
Kanazawa Seiryō University**

Kanazawa Seiryō University (**KSU**) and Dublin City University (**DCU**) agree to implement a One-Way Linkage Agreement for students from Kanazawa Seiryō University, to study at DCU as Study Abroad students in accordance with the guidelines and principles set forth below. The purpose of this agreement is to enhance the educational/academic experiences and the intercultural understanding of the involved students. It is agreed that:

General

1. The purpose of this linkage agreement will be to enable students to take classes at undergraduate level in suitable disciplines open to the Study Abroad Programme but not to study for a degree at DCU. Courses at DCU will normally be accepted for credit towards the undergraduate Programme at Kanazawa Seiryō University in which s/he is enrolled. It will be the responsibility of each student to obtain official approval from the home institution prior to registration at DCU.
2. Candidates will be undergraduate students selected at the discretion of Kanazawa Seiryō University. It is agreed that DCU will not accept students except under the provisions of this agreement. This provision will not be in effect for students wishing to transfer from one institution to the other.
3. Student participants will be screened for eligibility for admission by Kanazawa Seiryō University; however, DCU shall have final authority on admission decisions. The obligations of the two institutions under this agreement are limited to participating students only and do not extend to spouses and dependents.
4. Departmental advisors at Kanazawa Seiryō University will provide academic counseling to ensure that courses taken at DCU are acceptable to Kanazawa Seiryō University. DCU will provide course descriptions and syllabi to aid in course equivalency evaluation. Kanazawa Seiryō University will build a list of approved equivalencies at DCU over time.

5. DCU agrees to send an official transcript to Kanazawa Seiryō University, as soon as results are officially released from DCU's Exam Office at the conclusion of each semester. The transcript will clearly delineate module titles, ECTS credits, and grades. A digital version will be available to students.
6. DCU will waive its application fee. Each student will be charged the advertised Study Abroad fee that relates to his / her particular Programme choice however can benefit from a 10% discount on the fee through the linkage agreement. DCU will announce fee levels on an annual basis.
7. Students will themselves be responsible to inform Kanazawa Seiryō University, of changes in their enrollment status, including withdrawal from the programme and alteration of the number of registered modules. Such notice will include the last date of attendance or the date of the reduction or increase in credits, and will be supplemented by supporting documentation if requested.
8. This agreement will commence on the date of its signatures by both parties and will be valid for five years. This Agreement may be amended by mutual agreement of both institutions. This Agreement may be terminated by either institution at any time provided that all students enrolled in the programs at the time notice of termination is given shall be permitted to finish their course of study.

Administrative Process

1. DCU Application Materials are provided to students through the Office of The Centre for University International Programmes at Kanazawa Seiryō University, with eligibility criteria of Kanazawa Seiryō University and DCU. DCU is currently using an online application form which is available on the DCU Study Abroad website.
2. Students are instructed to discuss the application with the Centre for University International Programmes at Kanazawa Seiryō University prior to submitting by the appropriate deadline.
3. Applications are reviewed by DCU in a timely manner.
4. DCU makes admission decisions and then emails acceptance or rejection letter and relevant information to the Office of International Programmes at Kanazawa Seiryō University
5. DCU simultaneously emails the Office the Office of International Programmes at Kanazawa Seiryō University's Designated Liaison a list of those students who have been accepted and those who have not.
6. In the event that a student drops the DCU program before or after departure, The Office of International Programmes at Kanazawa Seiryō University (or the student) will notify DCU immediately. For all fees paid by the student or the University Office of The Centre for University International Programmes at Kanazawa Seiryō University to DCU, the refund policy of DCU will apply.
7. If a student must drop the program for extenuating circumstances (such as for health reasons or an emergency of some kind), both DCU and Kanazawa Seiryō University will consider it an exception to their refund policies and will work together to refund the student as much money as reasonably possible.

8. In the event of illness, adjustment difficulties, or academic/behavior problems, of a Kanazawa Seiryō University student, DCU will inform Kanazawa Seiryō University's Designated Liaison or an alternate representative of Kanazawa Seiryō University's Office for International Programmes. Both institutions will work together to assist the student and resolve the issue. Kanazawa Seiryō University shall acquire a signed authorization from each student studying abroad in order to permit this assistance. Copies will be forwarded to DCU for their records.

Billing Process

If students pay their tuition fees directly, instructions are provided during the offer stage of the process. DCU can also invoice KSU if this is the preferred option. Actual amounts are agreed upon annually in advance of accepting Kanazawa Seiryō University students. If there is a change in these agreed upon actual amounts, DCU will notify Kanazawa Seiryō University at least three months in advance of the effective date of change.

Agreement Liaison

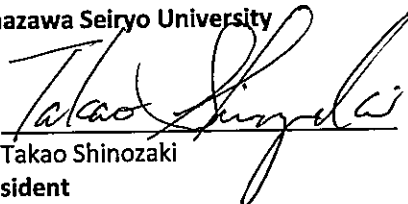
Kanazawa Seiryō University and DCU agree to designate the following individuals and / or positions to oversee and facilitate implementation of this agreement in cooperation with other appropriate administrators within Kanazawa Seiryō University and DCU:

Designated Representatives:

For Kanazawa Seiryō University Keiko Inoshita Manager (International Exchange Division) International Exchange Center Kanazawa Seiryō University 10 – 1 Ushi, Gosho-machi Kanazawa, Ishikawa, 9208620 Japan Telephone: +81762533696 Email: iec@seiryō-u.ac.jp	For DCU: Caroline Magee Senior International Officer (Study Abroad) International Office DCU All Hallows Campus Drumcondra Dublin 9, Ireland Telephone: +353-1-700 8699 Email: caroline.magee@dcu.ie
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Signatures

Kanazawa Seiryō University

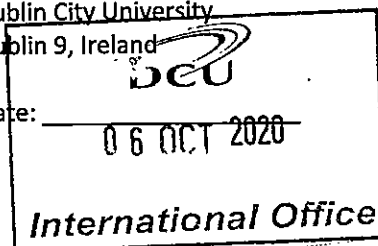
By: 
Dr. Takao Shinozaki
President
Kanazawa Seiryō University
10-1, Ushi, Gosho-machi, Kanazawa,
Ishikawa, 920-8620, Japan

Date: 16 OCT, 2020

DUBLIN CITY UNIVERSITY

By: 
Mr. Paul Smith
Director of International Office
Office of External Affairs
Dublin City University
Dublin 9, Ireland

Date: 06 OCT 2020



Annex

This annex lays out programme entry requirements, scale, programme fees and module choices. This information is subject to change on an annual basis. Even though the information contained herein is accurate at the time of the agreement being signed, changes to module offerings and timetable conflicts remain a possibility.

Entry Requirements to the Study Abroad Programme

Standard DCU academic and English language entry requirements shall apply, as laid down in the programme specific regulations (refers Study Abroad Programme). These are as follows:

A) Academic

Applicants for this programme must be current undergraduate degree at KSU and they must have completed almost one year of degree level studies at KSU before commencement of their Study Semester / Academic Year / English Language Component at DCU. Students must have a strong academic record.

B) English Language

The standard DCU English language requirements for the Study Abroad Programme apply and are as follows:

General requirement (applies to all Faculties across DCU – no restriction on approved module selection):

- IELTS: 6.5 overall with no component less than 6.0
- TOEFL (IBT): Total score of 92
- Other acceptable Examinations

For students who do not meet the above requirements, the Humanities Stream (HMSAO) offers a restricted entry route which is outlined below:

Applicants who meet the following English Language Minimum scores may register to the above stream and select modules from the School of Law and Government and The School of Applied Languages and Intercultural Studies (SALIS).

- IELTS: 6.0 overall with a 6.0 in Speaking / Listening with no other component less than 5.5 (restricted academic selection)
- TOEFL IBT: 80 overall with strong speaking / listening skills (less restricted academic selection)
- Equivalent of other acceptable examinations

For applicants with an IELTS lower than the above, it is possible to apply to DCU Language Services, DCU's English Language School, prior to commencement of the academic programme. Students can attend in advance of the academic year in order to improve their English to meet the DCU English Language Entry requirements. It should be noted that students wishing to progress must meet the above requirements or equivalent in order to enter the DCU Academic Programme. The IELTS level for students wishing to follow this route is as follows:

- No less than 5.5 overall (with only one component other than speaking or listening less than 5.0. Speaking and Listening skills should be no lower than 5.5).

As a guideline, students should allow 12 weeks in person at DCU LS to increase the overall IELTS score by 0.5. (It may also be possible for students to undertake English Language at DCU LS prior to travel to Ireland from Japan – enquires should be made to dcu.japan@dcu.ie).

Programme scale

Up to a maximum of 30 suitably qualified KSU students may apply for this programme every year.

Programme fees

Programme fees for the Study Abroad Programme are set and reviewed on an annual basis. Fees for the following academic year will be confirmed through DCU's International Office at least 6 months in advance of academic year commencing.

As a reference point, the agreed programme fee for the 2020/2021 academic year is €11,300 per student while the programme fee for one semester is €6,000. This fee is subject to change. The programme fee covers the following elements:

- Up to 30 ECTS credits worth of modules
- Airport pickup
- Full student orientation
- Immigration guidance
- Ongoing student support through DCU's regular student support and development services (SS&D) and the International Office
- Academic support provided at School / Faculty level
- Activities and meetings organised by the International Office
- Membership for the DCU Sports complex
- Transcript of academic record

The programme fee does not cover:

- Air fare and local transport
- Accommodation and other living expenses
- Cost for visa and local immigration fees; insurance

Information on accommodation options and costs may be found by visiting the [DCU Accommodation Website](#). For those students who wish to take 12 weeks English Language or more in advance (IELTS 5.5 option), DCULS can arrange a Host Family stay.

Memorandum of Understanding

This Agreement is between:

The Language Centre, University College Cork, Ireland

and

Kanazawa Seiryo University (KSU), Ishikawa, Japan

In general, this Agreement sets out the terms under which both parties will work together to promote and deliver English Language courses at the **Language Centre University College Cork**.

The agreement is to provide English language programmes to students of Kanazawa Seiryo University (hereafter “KSU”), as offered by the Language Centre, University College Cork (hereafter “Centre”). The language programmes offered will be negotiated based on the mutual needs and capacity of the Centre and KSU.

The Centre hereby undertakes:

1. To supply brochures and other promotional materials as agreed.
2. To send a confirmation of the booking in a timely manner.
3. To accept all bookings from KSU so long as places are available, and applicants conform to the age requirement.
4. To send accommodation details at an appropriate time prior to the student's departure from the home country.
5. To deliver the programme(s) as specified and agreed.
6. To make every effort to ensure that students derive maximum benefit from their stay.
7. To offer a discount on the published fees for all students of KSU for whom payment has been received.
8. To make every effort to protect and promote the good name and professional reputation of KSU.
9. To inform KSU of any circumstances which may affect its promotion and/or the satisfaction of its students.

KSU hereby undertakes:

1. To promote the Centre making efforts to recruit students to its courses.
2. To make accurate representations concerning the Centre's programmes, services and

facilities as described in the current brochure(s).

3. To send required information and applications in an efficient and timely manner.
4. To make payments, whether net of discount or gross, to the Centre in accordance with the payment terms set out in the Centre's current brochures or Dates and Fees lists and to advise the Centre how such payment will be, or has been, made.
5. To ensure that all bookings are made in the chosen manner (net of discount or gross) and to inform the Centre, on booking a student, if there is any change to this arrangement.
6. To make efforts to protect and promote the good name and professional reputation of the Centre.
7. To inform the Centre of any circumstances which may affect its promotion of the Centre and/or the satisfaction of its students.
8. To forward to the Centre drafts of all promotional literature, advertisement and press releases which it proposes to use which refer to the Centre/UCC, prior to the publication of all such material. No such material is to be published without the prior approval of the Centre/UCC.

Validity

1. This Agreement is valid from the date of signature, unless either party provides written notice of termination.
2. Should either party wish to terminate the Agreement, it must give notice in writing to the other party.
3. Any changes in this Agreement must be in writing and signed by both parties.
4. Should there be any disagreement between the parties, both resolve to do their best to find an amicable solution.
5. This agreement supersedes any previous agreements between the parties, both written and verbal.

Courses Offered:

Programme details, fees, etc., can be obtained on request from the Centre, including whether or not the programme is currently available.

Additional Services:

The Centre will endeavour to provide extra services (including but not limited to airport transfers, accommodation, etc.) as requested by KSU. The Centre can charge a fee for such services. There are some services which the Centre may not be able to provide.

Payment of Fees:

Fees will be paid by bank transfer to an Irish bank account specified by the Centre, unless another option is agreed on by both parties.

All bank charges are to be paid by KSU. Fees are to be settled in full at least six weeks before each programme.

KSU undertakes to notify the Centre as soon as the transfer of monies has been made to ensure prompt reconciliation of account. The Centre will issue a receipt for the monies.

The Centre will raise Gross and NET Invoices, where applicable, when final agreement on dates and numbers is reached.

Cancellation Policy:

The following cancellation policy related to all full-time (20 hours and above) programmes offered by the Centre.

Tuition Fees

Withdrawal/cancellation *before* the programme commences and after payment of fees:

- Refunds will only issue on production of a medical certificate, if the student is withdrawing on ill-health ground, or a copy of other documentation to support a withdrawal of a student because of a crisis, e.g. family death notice.
- A EUR250 administration fee (non-refundable deposit) per student is retained by the Centre.
- Refunds are made by bank transfer only, if account holder resides outside of Ireland.

Withdrawal/cancellation *after* the programme commences:

- The rules are the same as for withdrawal/cancellation before the programme commences and after payment of fees, above.
- In addition, KSU will be charged for any portion of the course already taken by the student.

Host Family Accommodation

- Refunds will only issue on production of a medical certificate, if the student is withdrawing on ill-health ground, or a copy of other documentation to support a withdrawal of a student because of a crisis, e.g. family death notice.
- One week's accommodation cost will be retained by the Centre in the event of a cancellation before or during the programme. This assumes payment is made in advance to the Centre.
- In addition, if a student has to withdraw during the programme, the Centre will refund KSU

less the portion of accommodation costs already taken plus one full week.

Quotations made by the Centre to KSU are for budgetary purposes only and are based on current prices.

Adjustments can be made to the programmes offered, if required.

What is not included:

It is assumed that all participants will have arranged their own Medical Insurance in advance of travelling. All students will receive a UCC Student ID Card which will enable them to visit the Student Health Nurse if required, but does not stand as a substitute for having adequate medical insurance when travelling overseas.

Excursions at weekends are not included. Additional Social Excursions/Activities/Full day excursions can be arranged by the Centre at an additional charge and provided sufficient notice is given.

The Centre requires KSU will provide/do the following (for each agreed programme):

- A complete list of students participating in the programme.
- Have student complete the required registration forms (for course and host family allocation).
- Use the appropriate forms supplied by the Centre.
- Full details of any allergies, disabilities (mental or physical), or any other special requirements relating to the students and group leader(s) from KSU. This is required for health and safety purposes and for passing on to those having direct contact with the group/students, i.e. host families and Centre staff.
- Two passport size photographs for each student in advance, if possible, so that a UCC Student ID card can be produced before their arrival. Names and dates of birth (day/month/year) should be written on the back of each photo. If the photographs cannot be sent in advance, arrangements will be made for the cards to be prepared on the first or second day of the programme.
- Name and contact details of any group leader accompanying the group, if applicable. Price/Arrangements for any group leaders to be agreed in advance.

Force Majeure

The Centre shall not be responsible for or deemed to be in default for reason of delays in or failure of performance of this agreement due to causes beyond its reasonable control and not being limited to civil war between nations, insurrections, strikes, riots, fires, floods, explosions,

earthquakes, serious accidents, any act of government, governmental priorities, allocations, regulations, or orders affecting materials or facilities, acts of God or the public enemy, failure of transportation, epidemics, quarantine restrictions, or labour trouble causing cessation, slowdown or interruption of work and failure of suppliers and sub-contractors to furnish labour or materials within their contractual delivery times.

Student Behaviour

The Centre reserves the right to remove from any of its programmes or courses any student whose behaviour is inappropriate or whose continued presence is undesirable. Under these circumstances no refund shall be due in respect of any unused portion of a programme or course.

KSU releases and discharges the Centre, its employees and representatives, including homestay families, from any and all liabilities, actions and claims which may arise from participation in an English Language Programme at the Centre, including those that may arise from pre-existing medical or psychological conditions.

AMENDMENTS

In case of cancellations, refunds will be made at the discretion of the Centre on a case by case basis.

The Centre reserves the right to change the accommodation of the student at short notice as the need may arise, to accommodation of an equivalent standard. The student shall have no right to compensation in such an event, but the Centre will pay the cost of such a move.

The Centre shall not be required to extend the programme/course free of charge if the student shall be absent for any period during the programme/course. Late arrival shall likewise not entitle the student to any extension without payment of the appropriate fee.

Governing Law and Disputes:

1. This agreement shall be construed in accordance with the laws of Ireland.
2. In the event of any dispute between the parties, the parties shall make *bona fide* effort to resolve the dispute. If after such effort the dispute is not resolved, then either party may at any time refer the dispute to the decision of an arbitrator who may be agreed between the parties or, if not agreed, may be appointed for the time being on the application of either party, by the president or other chief officer of the Law Society of Ireland. The decision of any arbitrator shall be final and binding, and any arbitration shall be carried out in conformity with the Arbitration Act, 1954, as amended and extended.

Signatures

For KANAZAWA SEIRYO UNIVERSITY, JAPAN

Prof. Masafumi MIYAZAKI

President

Signature: Masafumi Miyazaki
Date: Feb. 17. 2015

Prof. Tao SONG

Director, International Exchange Center

Signature: Tao. Song
Date: Feb. 17. 2015

For THE LANGUAGE CENTRE, UNIVERSITY COLLEGE CORK, IRELAND

Prof. Elisabeth Okasha

Acting Director

Signature: Elisabeth Okasha
Date: 4/3/15

P. P. Ms. Noreen O'Mahony

~~Summer School Director~~

Full Time Course Coordinator

Signature: Cathy Lannon
Date: 5/3/15



THE UNIVERSITY OF
WESTERN AUSTRALIA



KANAZAWA SEIRYO UNIVERSITY

金沢星稜大学

MEMORANDUM OF AGREEMENT FOR A STUDY ABROAD PROGRAM

BETWEEN

THE UNIVERSITY OF WESTERN AUSTRALIA

AND

KANAZAWA SEIRYO UNIVERSITY

The purpose of this Agreement is to establish a Study Abroad Program between Kanazawa Seiryō University (KSU) and The University of Western Australia (UWA). This Program seeks to broaden the scope of the academic curriculum and to provide a unique learning experience for students in an overseas environment, as well as to promote cooperation between the two institutions.

Other collaborative academic activities may be added when developed and approved by each institution. These include the establishment of an Exchange Program of students and academics together with research and academic collaboration. Any such agreements or programs will be introduced as per Clause 8 of this Agreement, that is, by exchange of letters between UWA and KSU.

1. TERMS OF THE AGREEMENT

The two institutions agree to enter into this Agreement commencing 19 August 2014.

At UWA the authority to operate this Agreement is vested in the International Centre for participation in tertiary level studies and in the Centre for English Language Teaching (CELT), for English language studies. At KSU the authority to operate this Agreement is vested in the International Study Exchange Centre.

2. PROGRAMS UNDER THE AGREEMENT

Under this Agreement, KSU students have the following three options for their Study Abroad Program.

A. Tertiary level studies

KSU students who meet UWA's admission requirements, including its English language requirement, may apply for undergraduate or postgraduate coursework Programs as fulltime non-degree students.

B. Tertiary level studies plus English language development

KSU students who meet UWA's academic admission requirements but not its English language requirement may enroll in an intensive English language course at CELT as a component of their Study Abroad Program. Under this option, KSU students will undertake an English language course for the recommended period of study to help them meet the English language competency requirements for admission to the tertiary component of their Study Abroad Program at UWA. KSU university students not achieving the required level of English language proficiency at the end of the recommended period of study will continue with English language studies at CELT.

C. English programs

CELT provides a range of possibilities for groups of participants from KSU.

i. Customised Courses

CELT has extensive experience in the planning and delivery of intensive and part-time English language courses customised to meet the special needs of the participant group. The programs vary in duration from four days to 12 weeks and generally fall into one of four types:

1. English + Australian Culture;
2. English for Special Purposes, which allows for the design of discipline or subject-specific English programs to support language development for professional or study purposes;
3. English for Academic Purposes, which focuses on improving academic language skills such as writing a thesis or journal paper or giving a presentation; and
4. CELT can provide especially designed TESOL Professional Development programs. Customised programs can be offered throughout the academic year, be delivered across all levels of English proficiency and always designed for the group.

ii. Mainstream Group Enrolments

In addition to customised courses, CELT offers groups of students from an organisation the chance to participate in its General, Academic and Business English, and Examination Preparation classes, which are taught in five-week terms. This option allows students to develop their English language skills with international students from a variety of countries at the same level of English proficiency. The advantage of this option is that students develop their ability to communicate with different first language speakers of English and become comfortable about working and socialising with people from a diverse range of cultural backgrounds.

iii. Academic English and Study Skills Bridging Course (Bridging Course)

The Bridging Course is the UWA's direct English pathway to tertiary studies. It will help KSU students to develop general, academic and discipline-specific English language skills as well as study, research and critical thinking skills within the context of an Australian university.

3. ACADEMIC YEAR

The academic calendar at UWA for tertiary level studies extends from February to June (Semester 1) and July to November (Semester 2) and from January to December for English language studies. Participating students from KSU may enroll at UWA for one or two semesters commencing in either semester, and may enroll over two academic years provided semesters of study are consecutive.

4. NUMBERS OF PARTICIPANTS

It is anticipated that KSU will send 10 to 15 students per semester across Program options **A**, **B** and **C**. There is no obligation for KSU to send students to UWA in any year.

For Program option **C** KSU will decide student numbers on a course by course and year by year basis in discussion with CELT. There is no upper limit on the number of students for these courses.

5. FEES FOR PARTICIPANTS

Subject to Clause 7, students will receive a 20% discount for tuition fees for their study at CELT and 10% for study at UWA.

6. SELECTION OF PARTICIPANTS

- i. The Study Abroad Program will be open to undergraduate and postgraduate (coursework) students.
- ii. KSU will screen applicants for the Study Abroad Program at UWA. UWA will reserve the right to make final judgment on the admissibility of each student nominated for the Study Abroad Program.
- iii. The following guidelines shall apply:
 - a. Study Abroad students from KSU must satisfy all admission including the language proficiency requirements (see Schedule 1) at UWA.
 - b. Study Abroad students from KSU may apply to any academic Program offered by UWA as full-time non-degree students at a level determined by UWA. UWA reserves the right to exclude students from restricted enrolment Programs. Any academic credit earned at UWA shall be transferred back to KSU in accordance with procedures determined by the latter.
 - c. Upon completion of the Study Abroad Program at UWA, Study Abroad students from KSU must return to KSU. Any extension of stay must be approved by both institutions.
 - d. Study Abroad students from KSU must abide by all rules and regulations of UWA. They will also have the rights and privileges enjoyed by other enrolled students at UWA. They will be subject to the same assessment procedures as other enrolled students at UWA.

7. RESPONSIBILITIES OF EACH INSTITUTION

Each institution will appoint overall Coordinators to facilitate the Study Abroad Program under the terms of this Agreement (see Schedule 2). The Coordinators will exchange all relevant information required under the terms of this Agreement. UWA will provide a full list of courses offered, information on housing and other relevant information to KSU each academic year. UWA will provide the necessary documents to enable students from KSU to obtain an Australian Student Visa.

i. Responsibilities of UWA

- a. UWA agrees to accept Study Abroad students from KSU for enrolment as full-time, non-degree students for one or two semesters of tertiary or English language studies. At the beginning of each semester, after enrolment at UWA is confirmed for each Study Abroad student from KSU, UWA will invoice KSU for tuition fees and other administrative fees as detailed on each student's Letter of Offer.
- b. Campus facilities and the appropriate student support including orientation and social Programs and airport reception will be available to Study Abroad students from KSU under the same conditions, and where appropriate at the same incidental fees as those applying to UWA students.
- c. UWA will assist in finding housing in UWA residential colleges or other student accommodation such as homestay.
- d. At the end of the semester, UWA will send KSU an official academic transcript for each KSU Study Abroad student studying at UWA.
- e. CELT will provide each of its student with a certificate of achievement and KSU with regular updates about student progress, including end-of-course evaluation.
- f. In order to help KSU provide useful pre-enrolment information to prospective Study Abroad students, UWA will visit KSU on a regular basis to:
 - maintain personal contacts;
 - provide face-to-face briefings as appropriate;
 - provide sufficient supplies of accurate promotional material and information to KSU for the purposes of conducting this agreement;
 - provide regular and accurate updates of information to KSU about courses, fees, entry requirements, living conditions, legal or regulatory conditions for visa requirements, and other government regulations; and
 - allow KSU the right to use UWA's name, logo, and any other trademark, in activities and on terms approved by UWA during the term of this Agreement.
- g. UWA agrees to monitor the success of the Program by obtaining feedback from participating students, and to use this information, where necessary, to make improvements to the Study Abroad Program or as a basis for staff training and development.

ii. Responsibilities of KSU

KSU will provide to its students applying to UWA accurate information supplied by UWA (including electronic information), about:

- a. the campuses, resources and facilities, teaching methods, assessment methods, subject content, course duration and admission requirements at UWA;
- b. the local environment, accommodation (on-campus and off-campus) and cost of living in Perth and studying at UWA;
- c. the application process and conditions of the Australian Student Visa;
- d. the application and admission process to UWA; and
- e. any fees other than tuition payable to UWA. This information will be contained within the *Letter of Offer* issued by UWA.

KSU will ensure that any requests for advice on Australian visa applications or migration law are referred to the Study Abroad Coordinator at UWA or CELT, as appropriate. KSU accepts that the provision of inaccurate and inappropriate advice on Australian visa applications or migration law may lead to termination of the agreement.

KSU agrees to monitor the success of the Program by obtaining feedback from participating students, and to use this information, where necessary, to make improvements to the Study Abroad Program or as a basis for staff training and development.

iii. Student responsibilities

Study Abroad students at UWA will be responsible for personal health and medical insurance coverage and must register for Overseas Student Health Cover (OSHC), as required by the Australian Government. They will also be subject to the conditions of the Australian Student visa. UWA will provide the necessary documents (where applicable) to enable Study Abroad students from KSU to UWA to obtain a student visa.

Study Abroad students will be responsible for the following:

- a. course costs;
- b. transportation to and from host institution;
- c. room and board expenses;
- d. medical insurance;
- e. student union fees, if applicable;
- f. textbooks, clothing and personal expenses;
- g. passport and visa costs; and
- h. all other debts and incidental expenses incurred during the course of the study period.

8. RENEWAL, TERMINATION AND AMENDMENT

This agreement shall remain in force for a period of five (5) years from the date of the last signature, with the understanding that it may be terminated by either party giving six months prior notice to the other party in writing. The agreement may be extended by mutual written consent of the two institutions.

This agreement may be amended by the exchange of letters between the two institutions. Such amendments once approved by both institutions, will become part of this Memorandum of Agreement.

IN WITNESS THEREOF, the parties hereto have offered their signatures:

For The University of Western Australia

Bianca Panizza
Director, Centre for English Language
Teaching



Date: 23th August 2014

For Kanazawa Seiryo University

Professor Masafumi Miyazaki
President



Date: 11th September 2014

Schedule 1

1. ADMISSION REQUIREMENTS FOR THE UNIVERSITY OF WESTERN AUSTRALIA (UWA)

General Admission Requirements

Candidates for study abroad at UWA must normally have completed at least one year of university study at the time of application to UWA and hold at least a 3.0 GPA (grade point average) on a 4.0 scale, or an overall weighted average of 65% (UWA Scale), an overall B average or equivalent. Those applying to complete a second semester must be in good standing (weighted average of at least 50% with no fail grades) upon completion of their first semester. Students who fail to achieve this may be asked to return to their home university. Postgraduate (coursework) students must have completed a recognised bachelor's degree.

At UWA the grading scale is:

GRADE	%
HD (Higher Distinction)	80-100
D (Distinction)	70-79
CR (Credit Pass)	60-69
P (Pass)	50-59
N+ (Fail)	45-49
N (Fail)	0-44
UP (Ungraded Pass)	
P+ (Pass)	
UF (Ungraded Fail)	

At KSU the grading scale is:

90-100	S	80-89	A
70-79	B	60-69	C
Specially approved credits	R	0-59 (Fail)	D
Class not attended	E	Exam not taken	K

2. LANGUAGE PROFICIENCY

A. Tertiary level studies

- i. Candidates for the tertiary level Study Abroad Program to UWA must satisfy one of the standard English Language Competency (ELC) Requirements set out in Table 1 and Table 2.

Table 1. UWA Standard English Language Competency Requirements

Qualification	Minimum Requirement
GCE Ordinary Level English	C6 or higher
TOEFL (paper-based total)	570 plus and Essay Rating/TWE of 4.5
TOEFL (computer-based total)	230 and Essay Rating/TWE of 4.5
Next Generation TOEFL - Internet-based Test (iBT)	An overall score of 82 with a minimum score of 22 in the Writing section, 20 in the Speaking and Listening sections and 18 in the Reading section
IELTS	6.5 (no individual band less than 6.0)

- ii. Candidates who do not meet the standard ELC requirements as set out above may gain admission to UWA on the basis of the Alternative English Language competency requirements as set in Table 2.

Table 2. Alternative English Language Competency Requirements

Qualification	Minimum Requirement
IELTS	6.0 (no individual band less than 6.0)
TOEFL (paper-based total)	550
TOEFL (computer-based total)	210
Internet-based TOEFL -	An overall score of 70; with a minimum score of 20 in the Writing section, 19 in the Speaking section, 17 in the Listening section and 14 in the Reading section
CELT Bridging Course (20 weeks):	Pass with C+
Cambridge Certificate in Advanced English	Minimum score of 52

Candidates gaining admission via this pathway must enroll (permitted to enroll in both) in at least one of the follow units in their first semester enrolment:

- English Language and Academic Communication (HUMA 1901) or
- English Language and Academic Communication (HUMA 1902).

B. Tertiary level studies plus English language development

Candidates for tertiary level studies plus English language development must meet the entry requirements for the 20-week Academic English and Study Skills Bridging Course as set out in Table 3.

Table 3: Entry requirements:
20 week Program from January - June or from July - December

Qualification	Minimum Requirement
IELTS	5.5 with no band score below 5.0
Internet-based TOEFL	58 with minimum of 18 in writing, 16 in speaking, 12 in listening and 12 in reading
Cambridge First Certificate of English	60%; and borderline for each skill
Pearson Test of English (Academic)	Overall score of 49 with no individual score below 42

Table 4: Entry requirements:
10 week Program from April - June, October - December or November - February

Qualification	Minimum Requirement
IELTS	6.0 with no band score below 5.5
Internet-based TOEFL	70 with minimum of 20 in writing, 19 in speaking, 17 in listening and 14 in reading
Cambridge First Certificate of English	75%; and good for each skill
Pearson Test of English (Academic)	Overall score of 54 with no individual score below 54

C Six month English communication and cultural awareness programs

English communication and cultural awareness programs are not required to satisfy a minimum English Language proficiency requirement.

Schedule 2

COORDINATORS OF THE STUDY ABROAD PROGRAM

Each University agrees to appoint Coordinators for the administration of this Agreement. The Coordinator will serve as the contact person on campus, being responsible for arrangements associated with the exchange of students, the general welfare of the exchange students, and ensuring that the necessary approvals are in place. The Coordinators are:

For The University of Western Australia's tertiary Study Abroad Programs

Name: Ms Milly INGATE
Title: Associate Director (Study Abroad and Student Exchange)
Address: Study Abroad and Student Exchange
International Centre M352, The University of Western Australia
35 Stirling Highway, Crawley WA 6009, Australia
Telephone: +61 (8) 6488 3537
Email: milly.ingate@uwa.edu.au

For The University of Western Australia's English language Programs

Name: Mr Matthew KETTELL
Title: Manager, Customised Programs Centre for English Language Teaching
Address: Centre for English Language Teaching M429
The University of Western Australia,
35 Stirling Highway, Crawley WA 6009, Australia
Telephone: +61 (8) 6488 8539
Email: matthew.kettell@uwa.edu.au

For Kanazawa Seiryō University

Name: Ms Keiko INOSHITA
Title: Unit Chief, International Exchange Center at Kanazawa Seiryō University
Address: Kanazawa Seiryō University
0-1 Ushi, Goshō-machi, Kanazawa, Ishikawa, 920-8620, Japan
Telephone: +81 76 253 3896
Email: inoshita@seiryō-u.ac.jp

Schedule 3

Emergency Contact

The welfare services available to KSU students are the same as those available to domestic UWA students.

The health and wellbeing of all UWA students is essential and includes access to a Medical Centre, various UWA health programs to support students' good health and academic performance, spiritual support, disability services and counselling services.

In the case of an emergency Kanazawa Seiryō University students can contact The University of Western Australia Security Office:

The University of Western Australia
Security Office (M411)
35 Stirling Hwy
Crawley, Perth
Western Australia 6009

General Telephone: (+61 8) 6488 3020
24 Hour Emergencies: (+61 8) 6488 2222
Email: security@uwa.edu.au

In the case of an emergency Kanazawa Seiryō University students can contact the The University of Western Australia Security Office:

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General Telephone: (+61 8) 6488 3020
24 Hour Emergencies: (+61 8) 6488 2222
Email: security@uwa.edu.au



THE UNIVERSITY OF
**WESTERN
AUSTRALIA**



KANAZAWA SEIRYO UNIVERSITY
金沢星稜大学

**LETTER OF EXTENSION
OF THE
MEMORANDUM OF AGREEMENT
FOR A STUDY ABROAD PROGRAM
BETWEEN
THE UNIVERSITY OF WESTERN AUSTRALIA
AND
KANAZAWA SEIRYO UNIVERSITY
ORIGINALLY SIGNED: SEPTEMBER 2014**

The University of Western Australia and Kanazawa Seiryō University agree to extend the Memorandum of Agreement for a Study Abroad Program which will take effect from the 11th September 2019 and remain in operation for a further period of five (5) years unless terminated by either party giving the other party six (6) months written notice of termination. A copy of the agreement is enclosed for your information.

Each party acknowledges that it will comply with privacy and data protection laws applicable to that party .

Signed for and on behalf of the Parties by their authorized signatories:

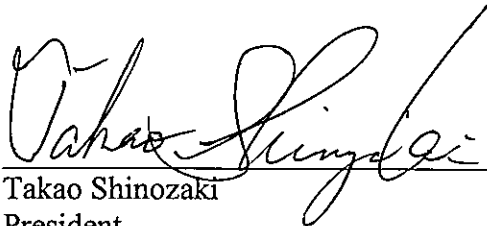
For The University of Western Australia

For Kanazawa Seiryō University



Callum Cowell
Director Global Engagement

Date: 18-2-2021



Takao Shinozaki
President

Date: December 7th, 2020



STUDY ABROAD AGREEMENT

AGREEMENT SCHEDULE	
Part A: PARTIES	
The University	Southern Cross University, a body corporate incorporated under the <i>Southern Cross University Act 1993</i> (SCU)
ABN	41 995 651 524
Address	Military Road, East Lismore, NSW 2480
Authorised Officer	Christine Martin
Telephone	+61 2 6620 3876
Email	christine.martin@scu.edu.au
Sending Institution	KANAZAWA SEIRYO UNIVERSITY
Address	10-1 Ushi Gosho-machi, Kanazawa, Ishikawa, Japan
Authorised Officer	Keiko Inoshita
Telephone	+81-76-253-3896
Email	iec@seiryu-u.ac.jp
Part B: AGREEMENT DETAILS	
Item 1.1: Commencement Date	31 August 2023
Item 1.2: Term	5 years

THE TERMS AND CONDITIONS OF THIS AGREEMENT ARE ACCEPTED AND AGREED TO BY THE PARTIES UPON SIGNATURE OF THE UNIVERSITY'S AUTHORISED REPRESENTATIVE AND THE SENDING INSTITUTION.

EXECUTED AS AN AGREEMENT:

Signed for and on behalf of Southern Cross University by its duly authorised representative:	Signed for and on behalf of KANAZAWA SEIRYO UNIVERSITY by its duly authorised representative:
	
Signature	Signature
Name: Christine Martin	Name: Hideaki Okubo
Position: Director Global Engagement	Position: President
Date: 2 August 2023	Date: 17 November 2023

Recitals

- A. SCU is a university established in Australia and the Sending Institution is a university established in Japan. Australian law requires providers of education and training courses to overseas students to be registered and sets out other requirements with which SCU and its agents have to comply. These are known as the *Education Services for Overseas Students Act 2000* (Cth) ("**the ESOS Act**") requirements and include obligations under the National Code, which is made under and forms part of the ESOS Act ("**the National Code**").
- B. SCU and the Sending Institution wish to record in this Agreement the terms and conditions on which they agree to allow students of the Sending Institution to undertake a **Study Abroad Program** at SCU.
- C. The Parties shall seek to promote such other forms of co-operation that the Parties may jointly arrange including for research collaboration and faculty/ staff exchange and such arrangements shall be recorded in separate agreements.

IT IS NOW AGREED

1. Study Abroad Conditions

-
- 1.1. The Sending Institution is responsible for promoting SCU's Study Abroad Program to its students (such promotion to be in accordance with clause 1.2, and must only select Prospective Students that:
 - (a) have language skills suitable for participating in a Study Abroad Program;
 - (b) the Sending Institution considers, in its reasonable opinion, are suitable to undertake an overseas study;
 - (c) have sufficient financial resources to meet the financial expenses necessarily incurred in order to live and study in Australia, including but not limited to: tuition fees and other study related fees (if applicable), travel and health insurances, accommodation, travel and living expenses; and
 - (d) have been attending the Sending Party's institution for not less than 2 semesters.
 - 1.2. The Sending Institution must promote and market SCU's Study Abroad Program in accordance with the following requirements:
 - (a) conduct the promotion and marketing in a professional, innovative and efficient manner; and
 - (b) ensure that prior to publishing any written advertising or promotional material in any form whatsoever using SCU's name, logo or trademarks, the Sending Institution must first obtain SCU's written approval of the publication of such material.
 - 1.3. Prospective Students can apply to study units offered during the relevant semester at SCU under the Study Abroad Program. SCU selection officers will base entry to units on review of the Prospective Student's previous study to determine if they meet the pre-requisite admission requirements. Places in specific units cannot be guaranteed until finalisation of enrolment after arrival at SCU.
 - 1.4. SCU retains the right to final approval of all Prospective Students and will retain the right to deny admission to Prospective Students that SCU deems academically unsuitable.
 - 1.5. Prospective Students will also be responsible for arranging any necessary visas and paying any associated fees.
 - 1.6. Prospective Students are required to fulfill Australian Government regulations by purchasing overseas student health cover ("**OSHC**") for the duration of their visa before an electronic Confirmation of Enrolment ("**eCoE**") is issued.

- 1.7. SCU will ensure that adequate arrangements are made for the reception and orientation of Students.
- 1.8. Students must comply with the same rules and regulations that apply to local students. Students will be eligible for all the services and rights normally provided to locally enrolled students at SCU.
- 1.9. Students will be enrolled as non-award students at SCU, and therefore they will not receive an official SCU award. After completion of a Study Abroad Program by a Student, transcripts of results will be provided to the Sending Institution as soon as practicable.
- 1.10. Students are responsible for payment of any ELICOS fees if required under clause 3.4; and the costs of accommodation, international travel, travel in Australia, books, equipment, consumables, hospitalisation, travel insurance, and other incidental expenses.
- 1.11. SCU will provide timely communication to the Sending Institution regarding any Student emergency, disciplinary problem including breach of the SCU student conduct code, academic problems or other student issues that may arise.
- 1.12. Ownership of intellectual property created by a Student in the course of the Study Abroad Program will be governed by SCU's policy on ownership of intellectual property.
- 1.13. SCU's public liability protection shall cover Students whilst they are participating in the Study Abroad Program at SCU.
- 1.14. Where relevant, SCU shall obtain and maintain during the term of this Agreement appropriate professional indemnity and/or medical malpractice insurances to cover liability of Students participating in Study Abroad Program at SCU.

2. Financial Guidelines

- 2.1. The Study Abroad Program semester tuition fee is reviewed annually and is subject to change. SCU will ensure that the Study Abroad Program fees are accurately available on the SCU website and are communicated to the Sending Institution in a timely manner.
- 2.2. SCU will offer a tuition fee discount for the semester fee to students from a Sending Institution that is a partner university to SCU. The tuition fee discount is reviewed annually and subject to change.
- 2.3. If a Prospective Student accepts a place in the Study Abroad Program, the Sending Institution will be invoiced for the Students' Study Abroad Program tuition fees and will be the financial guarantor to SCU for these fees. The individual Student pay the OSHC fee when the offer of a place is accepted.
- 2.4. The SCU refund policy is available on the SCU website and Students are regarded as 'international students' under this policy.

3. English Language Requirements for students on Study Abroad

- 3.1. The Sending Institution must ensure that the Prospective Students provide to SCU evidence of English language skills by way of original documents or certified copy. The English language skills must be current and at the appropriate level. The English language requirements are reviewed annually by SCU and are subject to change.
- 3.2. Prospective Students from countries where English is not the lingua franca must meet the English Language requirements as set out on the SCU website:
<http://scu.edu.au/international/index.php/17>
- 3.3. SCU may at its absolute discretion, waive the English requirement for Prospective Students who have successfully completed either (as minimum) the equivalent of a:
 - 3.3.1. 1 year of a university degree within the past 2 years; or

- 3.3.2. 2 year tertiary program within the past 5 years where English is the language of teaching and assessment.

The Sending Institution must provide SCU with evidence in writing of the Prospective Students' satisfaction of this requirement.

- 3.4. SCU will not accept Prospective Students for a Study Abroad Program where a Prospective Student's English language skills are below the requisite level. In such cases, Prospective Students must undertake the requisite period of English language intensive course for overseas students (ELICOS) prior to entry in the Study Abroad Program, with any such ELICOS costs and fees to be the responsibility of the student.

4. Liaison

- 4.1. The Authorised Officer for each Party as specified in the Agreement Schedule will serve as the liaison officer with his or her counterpart at the other Party.

5. Term

- 5.1. Subject to clause 6, the Agreement:
- 5.1.1. commences on the Commencement Date; and
 - 5.1.2. is for the Term specified in item 1.2 of the Agreement Details.

6. Termination

- 6.1. Either Party may terminate the Agreement by giving three months' notice of termination in writing to the other Party.
- 6.2. Within three weeks of the date of termination of this Agreement, SCU must return to the Sending Institution (but shall be permitted to retain a copy for its records) all original Student records held by SCU.
- 6.3. SCU will provide teach out services for up those Student's enrolled with it prior to the termination of the Agreement. The teach out period will be for the lesser of the time for the Students enrolled at the date of termination to complete the Study Abroad Program or one year.

7. Clause Severance

- 7.1. Any provisions of this Agreement, which are held to be illegal or otherwise in conflict with any laws, statutes or regulations, shall be deemed to be severed from the remainder of the Agreement and the validity of the remaining provisions shall not be affected.

8. Applicable Law

- 8.1. This Agreement shall be construed and governed in accordance with the laws of New South Wales, Australia, provided that nothing in this Agreement shall compel KANAZAWA SEIRYO UNIVERSITY to act contrary to the laws of Japan.

9. Amendments

- 9.1. Amendments or variations to this Agreement shall be made in writing and signed by the duly authorized representatives of the Institutions.

10. Counterparts

- 10.1. This Agreement may be signed in counterparts. All counterparts when taken together constitute one instrument.

11. Delivery and time of receipt (Exchange of Agreement)

- 11.1. A party may deliver an executed copy of the Agreement to the other party by scanned copy to the email address of the other party's representative.

- 11.2. The time of receipt of the scanned copy of the Agreement is the time when the scanned copy becomes capable of being retrieved by the other party's representative.

12. Notices

- 12.1. All Notices must be in writing and delivered in person, by registered mail, by facsimile or by electronic mail. Notices are to be given to the other Party's Authorised Officer at their contact details specified in the Agreement Details or such other address as the other Party may specify in writing from time to time.

13. Interpretation

- 13.1 In this Agreement unless the context otherwise admits:

Agreement means clauses 1 to 13 inclusive of these definitions and the Agreement Schedule.

Agreement Details means Items 1.1 and 1.2 of Part B of the Agreement Schedule.

Agreement Schedule means the document at the front of this Agreement containing the Parties details (Part A) and details pertaining to this Agreement (Part B).

Commencement Date means the date set out in Item 1.1 of the Agreement Details when this Agreement commences.

Notices means any notice, demand, consent, approval or other communication in connection with this Agreement.

Parties means SCU and the Sending Institution whose details are set out in Part A of the Agreement Schedule, and **Party** means one of them.

Prospective Student means a student of the Sending Institution that wishes to participate in a Study Abroad Program.

Sending Institution means the Institution sending the students.

Study Abroad Program refers to the one or two semester non-award fee paying program at SCU, designed for students of other institutions.

Student means a Prospective Student that has been admitted as a student of SCU in accordance with its academic and admission policies and requirements; and **Students** means more than one Student.

OSHC means Overseas Student Health Cover, which is the health insurance coverage required for a student to maintain a valid student visa to study in Australia.

- 13.2 In this Agreement, unless the contrary intention appears:

- (a) headings are for ease of reference only and do not affect the meaning of this agreement;
- (b) the singular includes the plural and vice versa and words importing a gender include other genders;
- (c) other grammatical forms of defined words or expressions have corresponding meanings;
- (d) 'including' and similar expressions are not words of limitation;
- (e) money is in Australian dollars unless otherwise stated and a reference to 'A\$', '\$A', 'dollar' or '\$' is a reference to Australian currency; and
- (f) Schedules to this Agreement form part of the Agreement, but if there is any conflict between a clause of this Agreement and the Schedules, the clause of this Agreement will prevail.

Agreement for Non-Degree Visiting Student Program

Between

**The Trustees of Indiana University
Indiana University-Purdue University Indianapolis**

And

Kanazawa Seiryo University

The Trustees of Indiana University, on behalf of Indiana University-Purdue University Indianapolis (IUPUI), established in the State of Indiana, United States of America, and Kanazawa Seiryo University, established in Ishikawa Prefecture (each a “party” and collectively, the “parties”), enter into this Agreement for Non-Degree Visiting Student Program on this 1st of June, 2018 (the “Effective Date”) and hereby agree as follows:

1. The parties agree that qualified students of Kanazawa Seiryo University will have the opportunity to enroll at Indiana University on the IUPUI campus as visiting non-degree students in one of three program of study options, depending on their English and academic study goals:
 - a. *English-only option:* Students may enroll in the Program of Intensive English (PIE) at any level for one or two eight-week sessions of full-time English study during the fall or spring semester. This program option focuses intensively on improving students’ interpersonal and academic English proficiency, includes many opportunities to learn about the city of Indianapolis, and allows students to participate in IUPUI campus activities.
 - b. *Short-Term English-only option:* Students may enroll in the Program of Intensive English (PIE) at any level and attend for a half-session of the PIE (3-4 weeks). This program option allows students to develop their interpersonal and academic English proficiency, includes opportunities to learn about the city of Indianapolis, and allows students to participate in IUPUI campus activities. (The tuition for this program will be prorated to the number of days students attend the PIE.)
 - c. *Academic Study only option:* Students may enroll in courses offered by the IUPUI School of Liberal Arts as well courses in other departments in other IUPUI schools that are open to visiting students. Kanazawa Seiryo University will determine which courses students may take at IUPUI and transfer back for credit to Kanazawa Seiryo University.

For the Academic Study program option, students will enroll concurrently in recommended EAP courses, unless exempted based on English test scores.

2. For the English-only option (a), IUPUI will permit up to 10 students to enroll in each PIE session during the fall, spring, or summer. Additional qualified students may be considered for enrollment on a space-available basis.

For the short-term English-only option (b), IUPUI will permit up to 5 students to enroll during the Fall 1 session (beginning no later than the first week of September) and the Spring 2 session (beginning about the first week of March). (Note that IUPUI's Spring Break week occurs during the Spring 2 session, usually during the second full week of March; students participating in this option would have one week less of classroom instruction, but would have more free time to explore Indianapolis.)

For the academic study option (c), IUPUI will permit up to 5 students to enroll each fall and spring semester, but IUPUI reserves the right to restrict the number of students taking classes in specific schools to no more than 3, depending on the school. Additional qualified students may be considered for enrollment on a space-available basis.

3. Successful students enrolled at Kanazawa Seiryō University who have completed at least half a year of study with a cumulative grade point average with at least a "C," or 60% on the Kanazawa Seiryō University grading scale, may apply for admission as non-degree visiting students to IUPUI.
4. Students enrolling at IUPUI under this agreement must satisfy the following requirements prior to acceptance and enrollment:

English-Only and Short-Term English-Only Options

- a. Complete at least half a year of study at Kanazawa Seiryō University. For this option, only a very basic level of proficiency is required, such as knowing the English alphabet and a few survival phrases.
- b. Submit a complete online application for admission and application fee, with all required supporting documents by eight weeks prior to the session a student would like to study. The application can be found at:
<http://www.iupui.edu/~inpie/pages/apply-folder/index.php>
- c. Submit evidence of financial capability following the directions on this form:
<http://www.iupui.edu/~inpie/docs/individualsponsorletter.pdf>
- d. Submit copy of passport photo page and any previous US immigration paperwork, if applicable.

Academic Study Only Option

- a. Complete at least one year of study at Kanazawa Seiryō University.
- b. Submit a complete international application for admission, along with application fee with all required supporting documents by May 1st for the fall semester.
- c. Submit transcripts from Kanazawa Seiryō University, in English, showing at least one year of study with a cumulative grade point average with at least a "C," or 60% on the Kanazawa Seiryō University grading scale.

- d. Submit proof of English Proficiency: TOEFL result of 60 or higher, IELTS 5.5 or higher. Students seeking access to upper division courses should submit a score of TOEFL iBT 80 or IELTS 6.5.
 - e. Submit evidence of financial capability, using the Financial Support Form supplied by the IUPUI program coordinator.
 - f. Submit copy of passport photo page and any previous US immigration paperwork, if applicable.
5. Signing of this agreement does not supersede either party's normal admission processes for visiting students. Changes in either party's policies affecting the admission of students in this program will be promptly communicated.
6. Students who fulfill all enrollment requirements and qualify for admission to IUPUI will receive a certification of eligibility for a student visa. It is the responsibility of the student to qualify for the visa and to comply with all U.S. requirements for student visa holders while studying at IUPUI. IUPUI will provide visa advice and support to students but cannot guarantee the issuance of the required student visa.
7. Students are responsible for all costs associated with tuition and fees, student visa, travel, accommodation (room and board), course materials, health insurance and any campus health center fees, living expenses, and other incidental expenses. IUPUI will assist participants in locating suitable housing accommodations and offer, as appropriate, assistance on registration and advice regarding campus life, health, language, and cultural adjustment.
8. Students are responsible for purchasing and maintaining continuous health insurance at the level specified by Indiana University. An International Health Insurance Program is provided by Indiana University that provides comprehensive coverage for health care services from an extensive network of providers in central Indiana.
9. All participants in the English Only option will be required to sit for PIE's Proficiency Exam on arrival for verification of level placement and on completion of each PIE Level. PIE's Proficiency Exam, in addition to class performance, indicates the extent of success in completing the level.
10. Students participating in the Academic Study Only Program option will complete IUPUI's English for Academic Purposes (EAP) Placement Test and will be required to take recommended EAP courses in combination with their academic course selections, unless exempted based on English test scores.
11. Students must enroll in full-time study as required by U.S. visa regulations and defined by the program of enrollment. For the academic study option, a course load of 12 credit hours per semester is recommended.
12. At the conclusion of the program and to the extent permitted by law, IUPUI will issue an official transcript of credits and grades for each student. To comply with United States data protection law, each student will need to sign a release form, permitting IUPUI to send transcripts to Kanazawa Seiryo University, as requested by the student.

13. IUPUI reserves the right to dismiss any student at any time for academic or personal misconduct in violation of established institutional policies. The dismissal of a student will not abrogate the agreement for the arrangements regarding other students.
14. Both parties shall assign a coordinator who is responsible for ensuring ongoing review and development of enrollment procedures. The coordinator serves as a liaison and primary point of contact to ensure successful implementation of the program.

IUPUI:

English Only Options Cindy Carr, Assistant Director of Student Affairs
Program for Intensive English
425 University Blvd
Indianapolis, IN 46202, USA
Phone +1-317-274-4743
cyncarr@iupui.edu

Academic Only Option Jane Talla, Sponsored and Exchange Student Services Manager
Indiana University Purdue University Indianapolis
Office of International Affairs
902 W. New York Street, Room 2126
Indianapolis, IN 46202, USA
Phone +1-317-278-4880
jtalla@iupui.edu

Kanazawa Seiryō University:

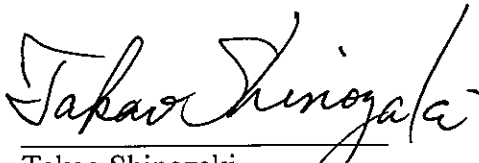
English Only and Academic Only Options
Keiko Inoshita, International Exchange Division Manager
Kanazawa Seiryō University
10-1 Ushi, Goshō-machi
Kanazawa-shi, Ishikawa, 920-8620, Japan
Phone +81-76-253-3896
inoshita@seiryō.jp

15. IUPUI grants, for the term of this Agreement, a limited, non-exclusive, royalty-free license to use its logo and name, to Kanazawa Seiryō University, solely for the promotion of this agreement and the non-degree visiting student program developed hereunder. Except as otherwise set forth in this paragraph, Kanazawa Seiryō University agrees not to use the Indiana University name, trademarks, or other intellectual property in any manner whatsoever without prior written consent in each instance. Kanazawa Seiryō University agrees to share any promotional materials with IUPUI for approval prior to distribution.
16. The parties acknowledge and agree that the non-degree visiting student program must be organized and administered in accordance with applicable law and the relevant policies and procedures of each party.

17. Both institutions subscribe to the policy of Equal Opportunity and will not discriminate on the basis of race, sex, sexual orientation, age, ethnicity, religion or national origin. Both institutions shall abide by these principles in the administration of this Agreement.
18. This Agreement will remain in force for a period of five (5) years from the Effective Date; however, either Party, at its discretion, may terminate this Agreement during its term by giving notice at least one (1) year in advance of the intended termination date. Both parties will honor non-cancellable commitments to students promised prior to receipt of the termination notice.
19. A program review will be executed jointly at the mid-point of the five-year period, i.e. towards the end of the third year of the program.
20. This Agreement may be amended or renewed by a written agreement signed by an authorized representative of each party.
21. In the event of a dispute arising out of or relating to this Agreement, the parties shall establish a committee of six (6) senior representatives, three (3) appointed by each party, to attempt to resolve the dispute.

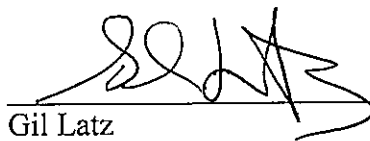
IN WITNESS WHEREOF, the parties have caused this agreement to be duly executed.

On behalf of:
Kanazawa Seiryō University



Takao Shinozaki
President of Kanazawa Seiryō University

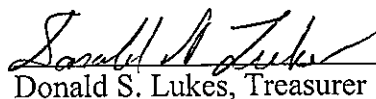
On behalf of:
The Trustees of Indiana University



Gil Latz
Associate Vice Chancellor for International Affairs
IUPUI, Office of International Affairs



David Zaret
Vice President for International Affairs



Donald S. Lukes, Treasurer



Extension of Kanazawa Seiryo University and IUPUI
Non-Degree Visiting Student Programs Agreement

On June 1, 2018, the Trustees of Indiana University, on behalf of the School of Liberal Arts at Indiana University Purdue University Indianapolis ("IU"), and Kanazawa Seiryo University, collectively, "the Parties," entered into a Agreement for a Non-Degree Visiting Student Program (the "Agreement").

WHEREAS, the term of the Agreement expires on May 31, 2023 and the Parties now desire to extend the term of the Agreement through this Amendment (the "Amendment").

Now, therefore, intending to be legally bound, and for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree to amend the Agreement as follows:

1. The Parties agree to extend the term of the Agreement for five (5) years so that the Agreement shall now end on May 31, 2028.
2. The Parties wish to amend the contact information in provision #14 as follows:

Both parties shall assign a coordinator who is responsible for ensuring ongoing review and development of enrollment procedures. The coordinator serves as a liaison and primary point of contact to ensure successful implementation of the program.

IUPUI:

English Only Options	Assistant Director of Student Affairs Program for Intensive English 425 University Blvd Indianapolis, IN 46202, USA Phone +1-317-274-4743 inpie@iupui.edu
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Academic Only Option	Director of International Student and Scholar Services Indiana University Purdue University Indianapolis Office of International Affairs 902 W. New York Street, Room 2126 Indianapolis, IN 46202, USA Phone +1-317-278-4880 iadvisor@iupui.edu
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Kanazawa Seiryo University:

International Exchange Division Manager
Kanazawa Seiryo University
10-1 Ushi, Goshomachi
Kanazawa-shi, Ishikawa, 920-8620, Japan
Phone +81-76-253-3896
iec@seiryo-u.ac.jp

Except as modified by this Amendment, the terms and conditions in the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, IU and Kanazawa Seiryō University have caused this Amendment to the Agreement to be executed by their duly authorized representatives.

On behalf of
KANAZAWA SEIRYO UNIVERSITY

By: Hideaki Okubo
Hideaki Okubo, President of Kanazawa Seiryō University

Date: May 16, 2023

On behalf of
THE TRUSTEES OF INDIANA UNIVERSITY

By: Hannah Buxbaum Electronically signed by:
Hannah Buxbaum
Date: May 9, 2023 13:56 EDT
Hannah Buxbaum IU Vice-President, International Affairs

KB

By: Donald S. Lukes Electronically signed by:
Donald Lukes
Date: May 9, 2023 11:39 EDT
Donald S. Lukes, University Treasurer

By: Hilary Kahn Electronically signed by:
Hilary Kahn
Date: May 9, 2023 16:43 EDT
Hilary Kahn, Associate Vice-Chancellor for International Affairs

Date: _____

Kanazawa+Seiryu+University-IUPUI+Agreement+Extension_2023-2028[55]_05.15

最終監査レポート

2023-05-16

作成日:	2023-05-15
ユーザー名:	Keiko i (c77ccyanblue@gmail.com)
ステータス:	署名済み
トランザクション ID:	CBJCHBCAABAAVva9Gnr0e-VbSajWWXhLQjxwE-vwUiz

「Kanazawa+Seiryu+University-IUPUI+Agreement+Extension_2023-2028[55]_05.15」の履歴

📄 Keiko i (c77ccyanblue@gmail.com) 様が文書を作成しました
2023-05-15 - 7:29:55 GMT- IP アドレス: 202.236.76.172

✉ 文書が署名のために h-okubo@seiryu-u.ac.jp 様に電子メールで送信されました
2023-05-15 - 7:31:10 GMT

📄 h-okubo@seiryu-u.ac.jp 様が電子メールを開覧しました
2023-05-16 - 5:02:44 GMT- IP アドレス: 202.236.76.172

👤 署名者 h-okubo@seiryu-u.ac.jp 様は 署名時に Hideaki Okubo として名前を入力しました
2023-05-16 - 5:15:23 GMT- IP アドレス: 202.236.76.172

👤 Hideaki Okubo (h-okubo@seiryu-u.ac.jp) 様が文書に電子サインしました
署名日: 2023-05-16 - 5:15:25 GMT - タイムソース: サーバー- IP アドレス: 202.236.76.172

✔ すべてのプロセスが完了しました
2023-05-16 - 5:15:25 GMT

AGREEMENT FOR ACADEMIC EXCHANGE AND COOPERATION
BETWEEN
KANAZAWA SEIRYO UNIVERSITY (ISHIKAWA PREFECTURE, JAPAN)
AND
UNIVERSITY AT ALBANY, STATE UNIVERSITY OF NEW YORK
(NEW YORK, USA)

Kanazawa Seiryō University, located in Ishikawa Prefecture, Japan, and **University at Albany, State University of New York**, located in, New York, USA with the objective of facilitating mutual friendship, educational cooperation between the two institutions, hereby conclude this agreement.

Article 1. Kanazawa Seiryō University and University at Albany, State University of New York will cooperate promoting both educational opportunities and academic research for students.

Article 2. In order to promote the cooperation prescribed in Article 1, the two institutions may undertake various activities such as those listed below. The details of the collaboration will be specified through separate negotiations.

- (1) The exchange of students (short term as well)
- (2) The exchange of faculties
- (3) Organization of joint educational projects, including conferences and meetings
- (4) Other activities mutually agreed upon by the two institutions

Article 3. This agreement shall become effective on the date of signature by the representatives of the institutions, and will be effective for a period of five years. The period of validity may be extended upon mutual agreement of the two institutions.

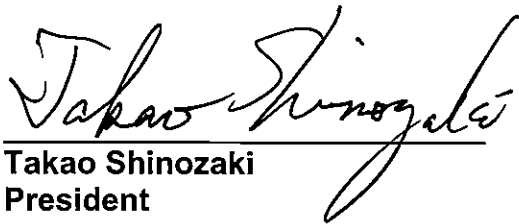
Article 4. Amendments to this agreement may be made upon mutual agreement of the two institutions.

Article 5. The parties agree to comply with all applicable state and federal laws, rules, regulations and executive orders governing equal employment opportunity, immigration, nondiscrimination, including the Americans with Disabilities Act, and affirmative action.

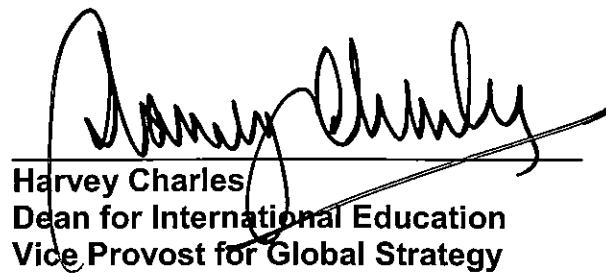
Article 6. Any collaborative arrangements set up under the framework of this Agreement will be the subject of specific formal agreements.

This Agreement is made in English in two copies, one for each party.

Kanazawa Seiryo University


Takao Shinozaki
President

University at Albany, SUNY


Harvey Charles
Dean for International Education
Vice Provost for Global Strategy

30 May 2018
Date

August 22, 2018
Date

MEMORANDUM OF UNDERSTANDING (MOU)
BETWEEN
KANAZAWA SEIRYO UNIVERSITY (KSU), JAPAN
AND
NIAGARA COLLEGE CANADA (NC)

KSU and NC agree to establish a co-operative relationship which shall serve as a framework for further collaborative activities between the two post-secondary institutions.

In order to establish enduring ties for mutual benefit between the two post-secondary institutions and for furthering the cause of international understanding through education, KSU and NC recognize that this agreement on partnership and co-operation serves as a commitment to advance educational and academic co-operation.

Projects and additional agreements shall be subject to availability of funds and approval by the President of Kanazawa Seiryō University and the President of Niagara College Canada, or the persons at KSU and NC so designated by the President.

1. Areas of Academic and Post-Secondary Institutional Interest

This MOU will not be restricted to narrowly defined fields. Depending on the availability of resources and subject to "additional agreements", every effort will be made to maximize productive relationships and exchanges between interested members of both institutions.

Kanazawa Seiryō University and Niagara College Canada co-operate to establish multi-faceted educational links between the two institutions with particular emphasis on student exchange, internship, practical experience, and joint research activities.

2. Student Exchanges

In the framework of exchange and visiting student protocols, students and/or escort lecturers from KSU will attend NC in order to participate in study programmes. Students and/or escort lecturers from NC will attend KSU in order to participate in study programmes.

The content and details of each programme would be agreed upon in a separate agreement that would be annexed to the main agreement before starting the actual programme.

Both institutions accept the academic results and internship experiences of students from the other institution on the basis of their agreed credit systems that are made compatible to ensure transferability of credits from Japan to Canada and from Canada to Japan.

3. Staff exchanges and visits

This will be encouraged subject to human and financial resources available. In every case, the costs associated with such exchanges and visits will be negotiated and agreed upon.

4. Joint applied research

Both institutions agree that significant opportunities exist for cooperative applied research. The focus and detailed description of research collaboration would be agreed upon in a separate agreement that would be annexed to the main agreement before starting the joint programme.

5. Collaborative programming and student recruitment

Both institutions agree to explore opportunities for articulation agreements to support student pathways, joint programming, international student recruitment, and joint international projects in third countries.

6. Exchange of information and materials

Both institutions agree to exchange as widely as is practicable such items as, and not limited to: course calendars, course outlines, teaching materials, reference materials, publications, journals, and databases.

7. Collaborative language and interests' training

Both institutions will promote foreign language training, specifically Japanese and English. The initiative can include, and are not limited to, joint programs

including other areas of interest, such as: culture, music, art, sports, and politics.

8. Overriding considerations

It is recognized that the implementation of activities under this MOU will in every case be dependent upon separate "additional agreements", mutually approved by both institutions. Approval of such additional agreements will require signatures by the Vice-President of both institutions, or by the persons so designated by the Vice-President.

9. Duration of the MOU

This MOU shall come into effect on July 13, 2012 and shall have duration of three years. At any time during the MOU and upon its termination, KSU and NC will discuss amendments, changes, and an extension.

If one institution chooses to end the MOU before the agreed-upon termination date, the institution will give 90-day notice to the partner. The partner can ask for a meeting to discuss the areas cited for early termination.

The specific activities and details to be carried out under this MOU will be started in corresponding specific sub-agreements. Such specific sub-agreements, once approved by both parties, will be attached as annexes to this MOU. The specific agreements between both universities will specify their objectives, conditions and methods of execution, financial support, term of validity, and administrative responsibilities within each institution.

Signed by:

For: Kanazawa Seiryō University

For: Niagara College Canada

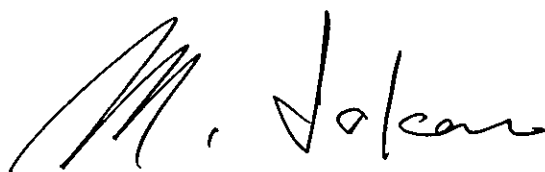
Mitsutoshi SAKANO

Dr Dan PATTERSON

President KSU

President NC

Signed on:



Student Exchange Agreement between Niagara College Canada and Kanazawa Seiryō University

This Student Exchange Agreement is a standard agreement between Niagara College Canada, located in Welland, Ontario, Canada and Kanazawa Seiryō University, located in Kanazawa City, Ishikawwa, Japan to enrich academic regulations and internationalization objectives for each institution. Before formal acceptance of this MOU, both cooperating institutions acknowledge that each needs to conduct a due diligence analysis on the other institution as part of standard procedures for entering into new partnerships.

1. Purpose

The purpose of this agreement is to provide a basis for promoting international and intercultural understanding and exchange between the two institutions. The purpose of the exchange program is to promote international friendship and world peace by supporting intercultural activities and projects between students from Canada and Japan. The two institutions shall follow the following course of action as they enter into this agreement:

- a. each cooperating institution shall review this agreement and confirm it reflects the level of commitment each is prepared to enter into with the other;
- b. each cooperating institution shall be responsible for obtaining its own legal advice under its rights and obligations under this agreement; and
- c. each institution must sign TWO (2) copies of this Student Exchange Agreement with the same content. Once TWO (2) copies of this Student Exchange Agreement have been signed by both institutions, each institution shall keep ONE (1) original fully-signed copy of the agreement on file.

Both institutions shall be responsible for promoting the exchange program to its student body. The institutions agree to exchange all documents providing information to the candidates on the programs of study available at each institution.

2. Validity of Agreement

This agreement will commence on the date of the last signature and will remain in effect for a duration of THREE (3) years. It may be amended at any time by mutual written consent of both institutions. This agreement will be reviewed every THREE (3) years to determine whether the objectives are being met. During the review, either party may choose to terminate the agreement by following the process outlined in Article 6.

3. About the Exchange Program

- a. The duration of the exchange will range from one semester to one academic year.
- b. Exchanges shall be for a period of one semester (three to four months).
- c. The two institutions will exchange up to TWO (2) exchange students each year, unless this number is varied by mutual agreement.
- d. All students participating in this program who commence study at each institution during the period of this Agreement will be counted in the overall balance of the Agreement period.
- e. Both institutions will evaluate the program annually for any imbalances in the number of exchange students and will adjust the number of students appropriately throughout the duration of the Agreement, so as to make all possible efforts to achieve parity before this Agreement expires. Imbalances may be carried over to a subsequent year to achieve parity.

- f. Based on mutual agreement and where programming is available, balance can be achieved by accepting additional students for shorter program times. For example, four students attending a one month program are equivalent to one student attending one full semester.

4. Program Eligibility

- a. To be considered eligible to take part in the exchange program, students should have completed at least one year of their study at their home institution.
- b. The host institution reserves the right to make final judgment on admissibility of each student.
- c. All participating students must satisfy all admission requirements of the host institution.
- d. Both institutions will consider students who were qualified by the other institution as qualified to pursue an approved course of instructions or activities.
- e. Students from Kanazawa Seiryō University shall be required to submit proof of English language proficiency prior to arrival at Niagara College:

For Post-Secondary Programs: IELTS 6.0 with no band lower than 5.5; TOEFL: Paper Based: 500; Computer Based 173; iBT: 79 (Minimum: 20 Writing, 20 Speaking)

For Post-Graduate Programs: IELTS 6.5 with no band lower than 5.5; TOEFL: Paper Based: 550; Computer Based 213; iBT: 79-80 (Minimum: 22 Writing, 22 Speaking)
Countries that use Common European Framework of Reference for Language- CEFR; B2 or higher scores will be considered.

5. Student Responsibilities

- a. Participating students will continue as degree/diploma candidates of their home institutions.
- b. It is understood that transfer of credit for work undertaken will be subject to the discretion of the home institution. Students from both institutions should be encouraged to actively seek counsel on transfer of credit prior to participation in the exchange program.
- c. Participating students will be subject to the same rules as the students of the host institution.
- d. All participating students will be required to complete all academic work and examinations related to the courses they take at the host institution.
- e. All exchange students shall pay tuition fees only to their home institution. Student will be required to pay any mandatory ancillary or student services fees to the host institution. Students will be personally responsible for the costs of accommodations, food, medical insurance, travel, other applicable campus fees, additional language courses and all other personal expenses which might be incurred while participating in the exchange program.

6. Institution Responsibilities

- a. Each institution shall assist participating students in obtaining the necessary documentation for visa and/or residence permits.
- b. Exchange students will be provided the same academic resources, support services, and access to courses (providing the students meet the prerequisites and subject to course availability) that are available to all students of the host institution.
- c. Both institutions will supply transcripts for each student demonstrating the appropriate credit for the courses taken by students during the exchange program.
- d. Each institution shall assist students to obtain accommodation within a reasonable distance from campus. Students will be made aware that they are responsible for all associated costs.

7. Participating Institutions Contact Information

Each institution will appoint a Liaison, who will be primarily responsible for negotiating and managing the development of any cooperative or collaborative activities. The Liaisons will be responsible for the evaluation of any future collaboration under this agreement according to the practices of their respective institutions. Any changes to the contact details must be provided to the other institution in writing.

Description of Niagara College	Niagara College, Welland, Canada offers more than 100 post-secondary diploma and post-graduate certificate programs, skills and apprenticeship training programs and bachelor's degree programs.
Registered Address of Niagara College	300 Woodlawn Ave. Welland, ON Canada L3C 7L3
Institutional Contact: Contact Information (Email):	Jon Ogryzlo Dean, International Partnerships jogryzlo@niagaracollege.ca
Academic Contact: Contact Information (Email):	

Description of Kanazawa Seiryō University	<u>Faculty of Economics</u> : Department of Economics / Department of Business Administration <u>Faculty of Human Sciences</u> : Department of Sport Science / Department of Child Study <u>Graduate School</u> (Strategic Management: Master's Program)
Registered Address of Other Institution Name	10-1 Ushi, Goshomachi, Kanazawa-shi Ishikawa-ken 920-8620 Japan
Institutional Contact: Contact Information (Email):	Keiko Inoshita Assistant Manager inoshita@seiryō.jp
Academic Contact: Contact Information (Email):	

8. Notices, Amendments, Modifications, and Termination

- a. Any notices for the purpose of this Agreement must be provided in writing.
- b. This Agreement may be amended or modified by providing signed written notice by the representatives of each institution prior to the implementation of any changes.
- c. Any addendum, once signed by both institutions, must be attached to this original Agreement.
- d. Either institution may terminate this Agreement at any time, provided that six (6) months prior written notice is given to the other institution. Termination of this Agreement will have no effect on other commitments under any separate agreements entered into by the institutions.
- e. In case of the termination of this Agreement, all imbalances in the number of exchange students shall be rectified within a year from the date of the termination.

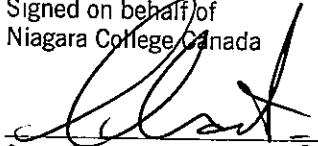
9. Liability

- a. Neither institution accepts any liability for accidents, injury, or death occurring to students, faculty, or staff participants during the term of this agreement, or any liability for debts or damages, including against loss or damage to any personal property, incurred by participants during the period of this Agreement.
- b. Neither institution will be legally responsible for acts or omissions of the other institution.

10. Signatures

This Agreement replaces any prior agreement between the two institutions. The signatories from both collaborating institutions herewith personally certify of having adequate authority to sign this Agreement on behalf of the institution they represent.

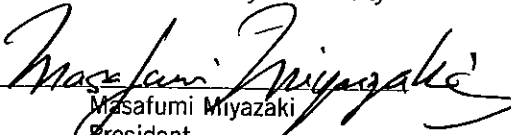
Signed on behalf of
Niagara College Canada



Sean Coote
Director, International

Oct 9, 2015
Date

Signed on behalf of
Kanazawa Seiryo University



Masafumi Miyazaki
President

Sept 28, 2015
Date

**MEMORANDUM OF UNDERSTANDING ("MOU")
CONTINUING EDUCATION**

BETWEEN:

THE GOVERNORS OF THE UNIVERSITY OF CALGARY ("UCalgary"),
a corporation with offices in Calgary, Alberta, Canada,
continued pursuant to the *Post-secondary Learning Act* (Alberta)

-and-

KANAZAWA SEIRYO UNIVERSITY ("KSU"),
a private university located in Kanazawa, Ishikawa, Japan

The above named parties (the "Parties") wish to explore possibilities for collaboration which may include administering exchanges of students and faculty between and among these Parties, promoting the advancement of education, research, and services, and strengthening friendly cooperation between the Parties. The Parties are pleased to affirm their mutual intention to explore opportunities for collaboration as follows:

1. Purpose and Scope

The general purpose of this MOU is to facilitate mutually beneficial academic and research cooperation between the Parties which may include one or more of the following:

- (a) Joint educational and research activities, including applications for funding to promote these activities;
- (b) Exchange of visiting scholars for the purpose of conducting research;
- (c) Exchange of scholarly work;
- (d) Exchange of staff;
- (e) Short Programs;
- (f) Provision of programs of language studies.

2. Definitive Agreements

The Parties may at a later date enter into definitive agreements under the terms of this MOU to define the nature, extent and terms of the proposed collaboration.

3. Enforceability

This MOU and any related activities or expenditures by either Party are not intended to and do not create any rights, privileges, benefits or obligations, substantive or procedural, enforceable at law or equity, by either Party (or its officers, employees or agents) against the other Party (or its officers, employees or agents).

4. Finances

The Parties may enter into definitive agreements at a later date to make financial arrangements. This MOU does not constitute a financial commitment or obligation by either Party.

5. Intellectual Property

Prior to commencing any collaborative activity, each of the Parties will inform participants of any applicable policies relating to intellectual property created by the participants. The participants shall confirm in writing their understanding and agreement with these policies. If the applicable policies of the Parties conflict, or at the request of either Party, the Parties and the participants may enter into a different agreement addressing the intellectual property rights of the Parties and participants.

6. MOU Renewal and Termination

This MOU shall commence as of the date of the last signature and continue for a period of 5 years. Prior to the expiry of this MOU, the Parties may mutually agree to renew this MOU for additional consecutive periods of 5 years. Either Party may terminate this MOU by giving the other Party 6 months' prior written notice.

In the event of early termination of this MOU, the Parties will honour all commitments to any work in progress. Neither expiry nor early termination of this MOU shall affect other existing agreements between the Parties; any existing agreements that may have been entered into by the Parties shall be completed in accordance with their respective terms and conditions.

7. Administrative Coordinators

Each Party will designate an individual who will serve as the administrative coordinator for this MOU. The administrative coordinators will be responsible for coordinating specific requests, ensuring that all necessary approvals are in place, preparing and distributing reports on the progress of this MOU.

At UCalgary, coordination shall be done by UCalgary Continuing Education:

Courier and Mailing Address:
University of Calgary Continuing Education
Education Tower 1121
2500 University Drive NW
Calgary, Alberta, Canada T2N 1N4

Phone: 1 (403) 220 3301
Fax: 1 (403) 210 8610
Email: esl@ucalgary.ca
Website: www.ucalgary.ca/esl

At KSU, coordination shall be done by KSU International Exchange Center:

Courier and Mailing Address:

Kanazawa Seiryo University International Exchange Center
10-1 Ushi, Gosho-machi
Kanazawa, Ishikawa, JAPAN 920-8620

Phone: 81 (76) 253 3896

Fax: 81 (76) 253 3617

Email: iec@seiryo-u.ac.jp

Website: www.seiryo-u.ac.jp/en/index.html

8. Dispute Resolution and Governing Jurisdiction


The Parties commit to resolve any dispute arising under this MOU by mutually agreed upon resolutions. If the Parties are unable to resolve the dispute among themselves, the matter may be referred to an independent mediator as agreed upon by both Parties.

9. MOU in Counterparts

This MOU may be executed in one or more original or facsimile counterparts, each of which when so executed and all of which together shall constitute one and the same MOU. If this MOU is also being executed in one or more additional translations, the English version shall govern to the extent of any inconsistency among the translations.

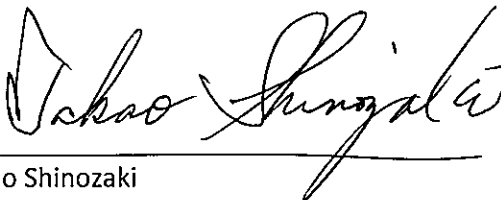
IN WITNESS WHEREOF the authorized representatives of the Parties have executed this MOU on the dates indicated below.

**THE GOVERNORS OF THE UNIVERSITY OF
CALGARY**

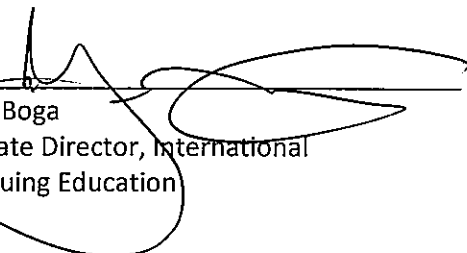
Per: 
Dr. Dru Marshall
Provost and Vice-President (Academic)

Date: APRIL 30, 2019

KANAZAWA SEIRYO UNIVERSITY

Per: 
Takao Shinozaki
President

Date: 2019/6/4

Per: 
Yassin Boga
Associate Director, International
Continuing Education

Date: April 10, 2019



PROTOCOL OF COOPERATION

BETWEEN

THOMPSON RIVERS UNIVERSITY
Kamloops, Canada

AND

KANAZAWA SEIRYO UNIVERSITY
Ishikawa, Japan

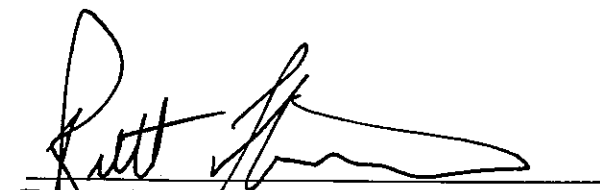
In consideration of their mutual interests regarding university level education, training, development and international understanding, the undersigned agree to explore cooperation in the following areas:

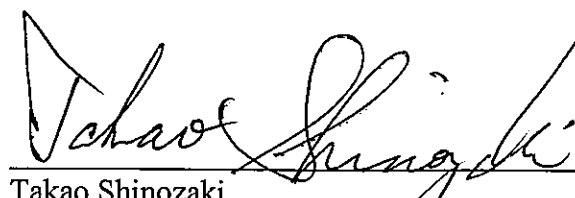
- Academic partnerships
- Joint Research
- Faculty and staff exchange
- Short-term intensive study programs
- Visiting Student Programs
- Joint programs (double degrees, 2+2 models, etc.)

Our respective institutions pledge to collaborate, to the extent allowed by law and available resources, in a broad range of academic endeavours as outlined in subsequent supplemental agreements.

In order to review and assess the achievements resulting from this Protocol, and to discuss the development of further cooperation, the parties shall meet as appropriate. The parties are confident that such friendly cooperation will promote harmonious relations and advance global understanding.

In witness whereof, this Protocol is signed at the respective institutions.


Brett Fairburn
President & Vice-Chancellor


Takao Shinozaki
President

16th day of July, 2019

1 day of August, 2019

海外渡航安全管理 ガイドブック

金沢星稜大学 国際交流センター

はじめに

金沢星稜大学・国際交流センターでは、本学のグローバル人材育成の一環として、学生の「語学力」を高め、「異文化理解への視座」を習得するため、多様な留学制度を実施し、積極的に「留学支援」を行っております。現在、海外留学・研修プログラムを利用して海外へ留学する学生が増えつつあり、新学部を設置後は更なる増加が考えられます。また、教職員についても、国際交流の推進に伴い、海外渡航の機会が増加しています。

一方、海外においては、暴動、内乱、テロ、犯罪、自然災害、感染症や交通事故など様々な危険があり、海外渡航の機会が増すのに比例し、そのような事件、事故や病気などに巻き込まれる可能性も高くなっています。

本ガイドブックは、金沢星稜大学の学生・教職員が海外において事故なく安全に本来の学業等の目的を果たすための参考に作成しました。海外渡航に伴う危機に巻き込まれないために、海外においての心構え、事前の予防対策、不幸にも巻き込まれた場合の対処方法など記していますので、これから海外渡航をする学生・教職員の皆さんは、ぜひ、本ガイドブックを熟読してください。

海外で**病気・事故・事件・災害**にあったら

まず電話！

第一報

日本アイラック安心サポートデスク (危機管理支援会社)

連絡体制は裏表紙を参考してください。

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I. 危機意識と安全管理

日本は世界の中でも比較的治安の優れた国です。このため日本での生活に慣れ親しんだ日本人が海外に出掛けた際に、予想もしない事件や事故に巻き込まれるケースが多く見受けられます。海外においては、日本にいる時と同様の意識で行動していても、危険を避けられない可能性が高くなります。海外渡航にはさまざまなリスクが伴うことを認識し、「自分の身は自分で守る」という自己責任の意識をしっかりと持ち、常に安全管理及び健康管理を行うことが大切です。

1. 安全管理（安全対策）

海外生活において最も配慮しなければならないことは、安全管理と健康管理です。これらの管理が不十分になると、快適な生活は送れません。

(1) 治安情報の収集と危険の予知

- ①日常的に治安情報（政治情勢、犯罪情勢等）を収集する。
- ②情報を分析・予測し、危険を予知して回避対策をたてる。

(2) 安全対策の履行

- ①危険に対しての予防措置を講ずる。
- ②発生した場合は適切に対応して被害を軽減する。
- ③再発防止対策をとる。（事案に対する反省・検討とフィードバック）

＊リスクを「0（ゼロ）」にすることはできない。いかに回避するかの工夫が大切です。

2. 海外渡航にかかるリスク

(1) 緊急事態

戦乱、クーデター、大規模暴動、大規模デモ、災害、大規模火災・事故等

(2) 犯罪被害

- ①特殊犯罪被害・・・テロ、誘拐
- ②一般犯罪被害・・・屋外・屋内強盗、すり・置き引き、ひったくり、空き巣、忍び込み、かっぱらい、車上狙い、乗り物盗、詐欺、性的犯罪被害、薬物

(3) 交通事故

- ① 交通ルールの不確立と道路事情の劣悪（発展途上国）
- ② 医療設備の不備（発展途上国）
- ③ 日本と異なる交通ルール、交通マナー等

(4) 疾病

- ① マラリア、HIV、デング熱、エボラ熱、鳥インフルエンザ、新型インフルエンザ等
- ② 医療施設の不備等（発展途上国）

(5) その他

遭難・水難等の事故、民事上のトラブル

※被害者となるリスクの他に、加害者あるいは、知らずとも犯罪者となる危険もあることを併せて認識しましょう。

3. 海外への派遣(交換留学・研修等)の実施、中止、延期、継続、途中帰国の判断基準

海外への派遣(交換留学・研修等)の実施、中止、延期、継続、途中帰国の判断に当たっては、学長を始めとする危機対策本部が、(1)派遣先社会(国)の事情、(2)派遣先大学の諸事情等、(3)個人的事情に基づいて判断します。

(1) 派遣先国(地域)の事情による判断

派遣先国(地域)の事情による判断は、海外における日本人の安全対策の一環として、外務省から提供されている特定の国・地域の治安や安全性に関する情報を基に判断します。その中でも特に、治安の急速な悪化や災害、騒乱、その他の緊急事態が発生した場合又は発生の可能性が高まっていると判断される場合には、当該国又は地域の治安状況等を4段階の危険度に区分した海外危険情報に応じて、次のような対応を行うことが求められます。

この海外危険情報は、法令上の強制力をもって渡航を禁止したり、退避を命令したりするものではないが、海外への派遣留学の実施、中止、延期、継続、途中帰国の判断をする場合は、これらを参考にしながら判断することとします。また、「感染症危険情報」も参考にし、判断する必要があります。

【危険情報】安全対策の4つの目安(カテゴリー)

危険度	外務省安全情報	安全対策	大学派遣による留学・研修等
Level 1	「十分注意してください。」	その国・地域への渡航、滞在に当たって特別な注意が必要であることを示し、危険を避けていただくよう、おすすめるものです。	実施、継続するが、注意を払う。
Level 2	「渡航の是非を検討してください。」	その国・地域への渡航に関し、渡航の是非を含めた検討を真剣に行っていただき、渡航される場合には、十分な安全措置を講じることをおすすめるものです。	延期もしくは中止を基本方針とする。
Level 3	「渡航の延期をお勧めします。」	その国・地域への渡航は、どのような目的であれ延期されるようおすすめるものです。また、場合によっては、現地に滞在している日本人の方々に対して退避の可能性の検討や準備を促すメッセージを含むことがあります。	中止、途中帰国する。
Level 4	「退避を勧告します。渡航は延期してください。」	その国・地域に滞在している全ての日本人の方々に対して、滞在地から、安全な国・地域への退避(日本への帰国も含む)を勧告するものです。この状況では、当然のことながら新たな渡航は延期することが望まれます。	中止、即刻帰国する。

(参考) 外務省の海外安全情報に基づく海外安全ホームページ <http://www.anzen.mofa.go.jp/>

(2) 派遣先大学における諸事情に基づく判断

次の場合は、原則として留学を中止、延期又は帰国させます。

- ① 派遣先大学における学業継続不可（学力不足、自然災害など）
- ② 派遣先大学で退学等の処分を受けた場合
- ③ 派遣先大学周辺の生活環境が悪化している場合

(3) 個人的事情による判断

① 病気、怪我対策

- ◇ 留学による渡航予定の学生が、健康診断を受けて有病疾患の管理を行える準備が必要となった場合、留学に耐えられるかについて、医師と相談し判断してもらった上で、派遣の可否について判断します。
- ◇ 留学中の学生が、病気や怪我により長期の入院治療が必要となった場合は、原則として帰国を促すこととします。透析やリハビリなど自宅療養が必要となった身体疾患の場合も、健康管理を優先し、帰国させることが望ましいです。
- ◇ 留学の継続が困難となる精神疾患を有した場合は、医師やカウンセラーの所見を参考に、帰国させることが望ましいです。
- ◇ 派遣先国（地域）によって、医療制度や医療保険制度が異なることから、入院、手術、治療に関する医療費負担の観点から、一旦帰国させて日本で療養させることも考慮します。

② 犯罪対策

- ◇ 刑法に触れる罪を犯した場合やテロの被疑者となった場合は、派遣先国（地域）の法律に基づき、処分を受けることとなることから、それを基に判断します。テロの被害者となった場合は、現地の大使館又は領事館に相談します。
- ◇ 薬物等の依存症に罹患した場合は、滞在国の法律上の扱いに基づき判断します。
- ◇ 民事上の犯罪による加害者・被害者となった場合は、滞在国（大学・国）の法律等に基づき扱われるのでそれを基に適宜判断します。

③ 家族状況、経済状況の変化

- ◇ 派遣学生の保護者の状況変化（病気、介護、被災）により、当該学生からの願い出があった場合には、本学は状況を確認した上、受入大学等の了承を得て、海外派遣留学の中止、延期、途中帰国等の措置を講じます。

Ⅱ. 海外渡航にあたっての事前準備

海外渡航危機管理上、一番重要なのは、予想される危機を回避するための事前の対策です。海外において安全、快適に研究・学習等を行っていく上で欠かせない「健康管理」と「安全管理」の両面から以下を参考に危機管理対策を必ず行いましょう。

1. 海外渡航にかかる危機への認識

オリエンテーションや留学説明会、海外渡航危機管理セミナー等への参加、または海外留学関連リンク集の閲覧などによる情報取得など、出発前に海外渡航にかかる危機管理についての認識を深めましょう。

2. 健康管理

①健康診断、歯科検診

特に長期の留学や出張の前には、健康診断を受け、健康体であることを確認しましょう。持病がある時は、予め主治医等に相談のうえ、通常服用している薬の渡航先における確保についても準備を行いましょう。英文での診断書や内服薬の処方箋があれば安心です。歯科治療は、一般的に海外傷害保険の対象外で、海外での治療は費用がかかるため、必ず渡航前に治療を済ませておきましょう。

②常備薬

海外では気象条件、時差、食習慣、精神的ストレスなどにより、体調を崩す場合が少なくありません。海外では処方箋がないと日本のように市販薬が買えない場合や、体質に合わない場合などがあるので、頭痛薬や風邪薬、消化薬、かゆみ止め、虫よけなどを応急薬として持参するのがよいでしょう。粉末の薬は麻薬と誤解される可能性があるため、注意してください。

③予防（ワクチン）接種

海外渡航者の予防接種には2種類あります。①自分自身を感染症から守り、周囲の人への二次感染を防止する場合。②ワクチン接種済証明書を渡航先国から要求される場合。①の場合は、事前に渡航先の感染症情報およびワクチンの情報を収集し、接種について判断する必要があります。早めに（出発3か月以上前から）確認し接種計画をたてるようにしましょう。

◆日本国内で行われている一般的な予防接種

破傷風、A型肝炎、狂犬病、日本脳炎、B型肝炎、ポリオ、黄熱、ジフテリア、麻疹

3. 海外傷害保険等

①学生教育研究災害傷害保険（学研災）

全学生に対して、大学が一括加入しています。学生の正課中の事故等については、海外においても補償されます。

②海外傷害保険、海外留学保険

補償内容を充実させるため、任意の海外傷害保険、海外留学保険の加入を義務付けています。原則、学研災付帯の海外旅行保険に全員加入してください。

③危機管理支援システム

本学が実施する海外留学・研修プログラムにおいて、緊急事故が発生し、事故処理支援が必要

な場合、日本アイラック株式会社の危機管理支援システムを利用します。本項目については別途配布資料（アイラック安心サポートデスク案内）にまとめているので、参照してください。

4. 金沢星稜大学への届け出

本学が承認・実施する海外留学・研修プログラム等により、一定期間以上にわたり海外へ渡航する学生及び教職員には、国際交流センターに必要な手続きを確認し、オリエンテーションがある場合は必ず参加してください。（海外渡航届（教職員用）は＜参考資料1＞）

また、渡航先や滞在期間等の海外渡航に関する情報や国内の緊急連絡先等の情報を必ず大学の国際交流センターに届け出するようにしてください。これは、海外渡航中に何らかの危機が起こった場合、本学関係者が渡航者及び家族と迅速に連絡をとるためです。迅速な連絡により、より早い対応が可能となり、危機を回避あるいは最小限で食い止めることができる可能性が高まります。

さらに、渡航中は常に自分の所在を明らかにし、いつでも何かあったときに、連絡がつく状態を作っておくことが大切です。

5. 渡航先国に関する情報の事前収集

渡航先での円滑なコミュニケーションや業務遂行、並びに危機回避のために、渡航先国・地域に関する情報を事前に収集し、分析することは必要不可欠です。併せて滞在先周辺の生活環境などの情報も収集しましょう。

①渡航先国の理解

渡航先国の政治、経済、歴史、宗教、文化、風俗、習慣を知り、渡航先国をより理解することは、渡航先での業務、研究、学習などに有益であり、現地の人とのコミュニケーションを円滑にするばかりではなく、渡航先国における無用なトラブルを避けることにつながります。

②治安情勢等の事前収集とリスクの認識

安全対策のためには、外務省海外安全ホームページ、厚生労働省検疫所ホームページや各国、国際機関等の発出している海外安全ホームページ等により、渡航先国における治安情勢、衛生状態、犯罪傾向などの情報を収集し、渡航先国にどのような危険が存在するのか予め把握し、併せて適切な対応についても情報収集をしておきましょう。このことが各種の危険を予防し、不幸にして危機に遭遇した場合にも被害を可能な限り軽くします。

6. 緊急対応リストの携行

危機に直面した時に救援を求められるように緊急対応リスト＜参考資料2＞（別途配布）を自ら作成し、携行しましょう。特に＜参考資料3＞（別途配布）の緊急連絡用カードに、必要事項を記載し携帯する。仮に意識不明など、自分で連絡できない状況におかれた場合の助けになります。

- ① アイラック安心サポートデスクの国際フリーダイヤル
- ② 現地・・・受入先機関関係者、ホームステイ先、現地在外公館、警察、救急車
- ③ 日本・・・家族、大学関係者、保険会社、クレジット会社、航空会社、旅行会社

Ⅲ. 海外滞在中の注意事項

1. 現地到着後に行うべき事項

(1) 所在を明確にしておくこと

①速やかに家族や大学関係者に連絡を入れること。

渡航前に大学に提出した連絡先に変更が生じた場合は、速やかに大学に連絡してください。

②日本国大使館又は総領事館（以下「在外公館」という）に「在留届」を提出すること

海外に3か月以上滞在する予定の者は、旅券法第16条により在留届の届け出義務があります。

3ヶ月未満の滞在でも、「在留届」を提出しておく方が安心です。在外公館は、在留届をもとに、災害やトラブルに巻き込まれた日本人の所在地や緊急連絡先を確認して援護活動に当たります。インターネットによっても届け出を行うことができます。

◆外務省 ORRnet 「インターネットによる在留届電子届出システム」

<http://www.ezairyu.mofa.go.jp>

(2) 現地での情報収集

事前の情報収集に加えて、現地に必要な生活情報や緊急時に必要な情報（警察・救急車・消防署等、病院、日本大使館・領事館等の電話番号・場所等）を調べることは重要です。特に治安に関しては、大学関係者や学生、地域住人等から情報収集し、治安状況や注意事項等を必ず確認してください。

(3) 連絡手段等の確保

携帯電話、固定電話、衛星電話、無線、電子メール等の連絡手段を確保し、連絡網、避難ルート、避難場所を確認しておきましょう。

2. 海外滞在中の危機管理・心構え

日本は「安全な国」と言われ、日本人は一般的に危機管理の意識が薄いので、海外では「いつどこで何が起きるかわからない」という意識を持って、常に身の安全に気をつけることが重要です。

どんな田舎町でも犯罪はあちこちで起きる危険性があります。国や地域によっては、一見静かで平和そうに見える大学キャンパスでも、スリ、強盗、性的暴行等の犯罪が起きることがあります。犯罪はもちろん罪を犯す側が悪いのですが、犯罪に巻き込まれて、損傷するのは被害者の方なので、犯罪に巻き込まれないよう日頃から気をつけなければなりません。

海外で日本人が巻き込まれる犯罪には、スリ・強盗、置き引き、悪徳タクシー、車上荒らし・カージャック、偽ガイド・偽警官、ぼったくりバー、クレジットカード詐欺、睡眠薬強盗等様々な犯罪があります。手口も巧妙で、日本人を狙った犯罪も多く、日本語で話しかけてきた相手を信頼して犯罪にあうケースも多発しています。

「できるだけ一人歩きはしない」「夜間の外出はしない」「危険な場所に行かない」等、自分の身は自分で守るよう常に心がけてください。

万一犯罪に巻き込まれた場合、相手が凶器を所持する、あるいは集団による犯行の可能性も高いので、身の安全を第一に考えて無理な抵抗はしないでください。

3. 海外渡航に伴うリスクの対処とその予防対策

海外留学や研修中に起こり得るリスクには、主として以下のようなものが考えられます。

- (1) 犯罪被害のリスク
- (2) 交通事故のリスク
- (3) 健康面のリスク
- (4) 精神面のリスク
- (5) 性的犯罪被害リスク
- (6) 加害者（犯罪者）となるリスク
- (7) 自然災害のリスク
- (8) 緊急事態（テロ、紛争、暴動）に遭遇するリスク

滞在先においては、これらのリスクが存在することを常に念頭においた上で、個人としてできる予防策を講じておきましょう。万が一、危機状況に直面した場合でも適切に対処し、被害や損害を最低限に抑えるための準備をしておくことが重要です。

また、外部省海外安全ホームページには、海外渡航に関するトラブル、緊急事態を防止するためのポイントとその対処法について詳しく紹介されているので、是非参考してください。

①『海外安全ガイド』

http://www.anzen.mofa.go.jp/c_info/useful_info.html

②『海外安全パンフレット・資料』

<http://www.anzen.mofa.go.jp/pamph/pamph.html>

③『海外安全虎の巻』

http://www.anzen.mofa.go.jp/pamph/pdf/tora_2014.pdf

(1) 犯罪被害のリスクの対処とその予防対策

窃盗、強盗、詐欺などの犯罪により、身体あるいは所持品などに危害が加わるリスクです。すり・置き引き、ひったくり、路上強盗などはよく見られる日本人の犯罪被害です。日本は安全天国と呼ばれるように、普通に生活している中で、犯罪被害を意識する必要はほとんどありませんが、海外にあっては、犯罪の状況は、日本とは大きく異なります。加えて、不慣れな場所であるだけに、どのようなリスクがあるのか十分に把握できないため、盗難などの被害に遭う可能性も高くなります。

①遭遇した場合の対処

- ✧ すり・置き引き等の被害に遭遇した場合、危険なので犯人を追いかけるようなことはしない。複数犯の場合が多いので犯人を捕まえるのは難しい。
- ✧ ひったくり等の被害に遭遇した場合、引きずられて危険なので手を離して決して抵抗しない。
- ✧ 路上強盗等に遭遇した場合、被害を大きくしないためにも、決して抵抗はしない。特に遭遇時には急激な動作は避ける。（拳銃を所持していれば撃たれる。）
- ✧ アイラック安心サポートデスクに連絡する。
- ✧ 犯行の状況や危険のない範囲で犯人の特徴などを覚えておき、警察等に届ける。

②被害予防対策

これらを未然に防ぐためには、渡航者一人一人が海外用の「知識」と「意識」をもち、事前に安全対策を講じることが何よりも大切です。以下に危機を回避するためのポイントをまとめました。

- ✧ 被害要因は注意力不足によるものがほとんどである。
- ✧ 不必要に多額の現金・貴重品は持ち歩かないこと。所持金は分散し「捨て金」を準備しておく。
- ✧ 駅、バス停、市場では人の動きに注意。挙動不審者（複数で手ぶらな者、持ち物に目線が行く者、近寄ってくる者、行く手を妨害する者等）に注意する。
- ✧ リュック、バックの持ち方、財布の収納場所に配慮する。たすき掛けは危険（たすき掛けにする場合は、薄いものを上に羽織る）
- ✧ バックは椅子の背や床に置いたり、肘掛に掛けたりせずに、監視できる状態に置く。
- ✧ スマートフォン等の携帯電話の携行方法に配慮（ストラップをつけて結着）する。
- ✧ 寂しい場所に一人では決して行かないこと。夜遅くまで出歩かないこと。
- ✧ 見知らぬ人を安易に信用しないこと。また、自分の個人情報や安易に与えないこと。キャンパス内で出会った相手であっても、大学関係者や学生とは限りません。
- ✧ 外出中に見知らぬ人から声をかけられ、酒などの飲み物を勧められた場合には、はっきりと断ること。（睡眠薬強盗と呼ばれる犯罪の可能性もあります）
- ✧ 華美で派手な服装や行動は避けること。特にブランド物での装いは、誘拐や窃盗の対象になりやすいので、普段は貴金属や宝石などの装飾品は身に付けないこと。

（２）交通事故のリスクの対処とその予防対策

海外において遭遇するリスクとして最も可能性が高いのが、犯罪被害と並んで交通事故です。次のような要因が考えられます。交通規則も日本とは違いますし、事故の場合の補償も十分受けられない場合も多く、日本における交通ルール感覚でいるとたいへん危険です。十分に注意し事故に遭遇しないように注意しましょう。

①遭遇した場合の対処

- ✧ 万一事故を起こした場合、まず負傷者の救助を優先する。
- ✧ 事故の現場で自分が悪くないのに無意識で謝らない。後日不利になることがある。
- ✧ アイラック安心サポートデスクに連絡する。
- ✧ 事故の処理は、警察、レンタカー会社、保険会社などに連絡をとり指示を待つ。

②被害予防対策

- ✧ 現地の交通ルール、交通事情を知っておく。
- ✧ 現地の人が大丈夫でも慣れない自分が大丈夫とは限らないことを認識する。
- ✧ 車に乗るときは、必ずシートベルトを締め、運転手の運転についても、遠慮なく注意する。
- ✧ できる限り車の運転は避ける。運転をしなくてはならない場合は、日本と交通ルール、マナー、道路状況、スピード、車の性能、自然環境などが違うことを認識し十分注意する。

(3) 健康面のリスクの対処とその予防対策

海外で病気に陥るリスクです。気候が違う、時差がある、言葉が通じない、習慣が違うなどが精神的ストレスとなり、体調を崩す人が少なくありません。また、開発途上国では衛生管理が不十分な食事により感染症に罹ることもあります。病気予防のためにも常に十分な休息を取り、健康体を保ち、病気への抵抗性を高めることが重要です。

①病院のかかり方

海外では救急車が有料、また病院が予約制のみの場合があるので、注意して下さい。

○海外傷害保険に加入の場合

- ◇ 医療アシスタントサービス等に連絡し、病院紹介あるいは予約、必要な場合は通訳のサービスを受ける。
- ◇ 病院に予約の上、受付カウンターへ行き、海外傷害保険証等を提示する。
- ◇ 病院が案内する所定の書類へ記入する。
- ◇ キャッシュレスで受診する。キャッシュレスで受診しない（できない）場合は、領収書等を保険会社に提出し、還付を受ける。

○緊急（一刻を争う病気等）の場合は、救急車を呼んで（呼んでもらって）病院に運んでもらうとともに、可能ならアイラック安心サポートデスクに連絡し、現地の知人等に連絡しましょう。自分が連絡できない（意識がないなど）状態に陥った場合に備え、緊急連絡用カード＜参考資料3＞を常時携帯しましょう。

②健康管理上の留意点

- ◇ 適度な食事を心がけ、生水、生ものに注意する。
- ◇ 十分な睡眠、休養を心がけ、短期滞在の場合は無理な日程にしがちなので注意する。
- ◇ 感染症、風土病には特に注意する。
- ◇ 常日頃より、現地の医療情報や病院等の情報を確認しておき、いざという時には早めの受診を心がける。
- ◇ 保険会社やクレジットカード会社などの日本語対応相談窓口を利用する。
- ◇ 重い病気や事故などで、現地以外の病院へ緊急移送される場合も想定し、海外傷害保険には加入しておく。

(4) 精神面のリスクの対処とその予防対策

海外での生活を始めるとカルチャーショックを覚えるのが一般的です。日本では、得意であった英語が、全く通用しないことはよくあることです。授業では、先生の話が解らないため質問ができなくなり、悩みが深まることもあります。また、自宅での食事、日本で簡単に入手できた食材が、周りには見当たらず、思うような食事を作ることも難しくなります。この結果、新しい環境への適応と勉強等のストレスが重なり精神的に不安定になることが少なくありません。

一方で、インターネットが普及した現代、自宅に戻れば、すぐに日本のニュースや日本にいる友人や家族とのコミュニケーションを手に入れることができます。しかし、異文化との摩擦を避け、自己退避的にインターネットに耽ることは、せっかくの海外生活の機会を無駄にすることにもなり兼ねません。最初のうちは、悩みを日本の友人に打ち明け、気分転換を図ることも良いですが、できるだけ、その問題に直面し、それを打破するよう心掛けましょう。

精神が不安定状態になった場合の対応は以下を参考にしてください。

- ✧ カルチャーショックやストレスは、異文化と遭遇した時には、誰でも体験する普通のことであることと理解しましょう。くよくよする必要はないということです。
- ✧ どうにも不安で仕方がない場合には、一人で悩まず、アイラック安心サポートデスクに連絡して相談しましょう。また、留学先の大学等のカウンセラーにも相談しましょう。
- ✧ また、本学の学生相談室には専任のカウンセラーが常駐しているので、電話で相談（開室時間に限る）することもできます。

学生相談室 電話：076-253-3871

- ✧ 電子メールなどで日本の家族や友人と連絡を取り、気分転換を図りましょう。

(5) 性的犯罪被害リスクの対処とその予防対策

海外では、日本より性的暴行等の犯罪発生率が高い国が多くあります。女性には特に性的暴行等の被害に遭わないよう、いつでもどこでも十分注意を払うことが重要です。犯罪被害者とならないために、平素より以下のような防止対策を心がけましょう。

- ①派遣先国の社会事情や性習慣を正しく理解する。
- ②自ら被害を招く要因となる次のような行動をとらない。

- ✧ 住居の安全対策不足
- ✧ 軽率な言動・行動
- ✧ 誤解を招きかねないしぐさや振る舞い
- ✧ 目立つ服装、化粧、宝飾品
- ✧ 夜間の外出一人歩き、女性の一人歩き

③被害防止対策

- ✧ はっきりと「NO」と言える勇気を持つ。あいまいな態度は誤解される。嫌がらせ、痴漢行為、ストーカーは初期段階での対応が大切である。

④遭遇した場合の対処

- ✧ レイプ行為に対しては徹底抵抗。ただし「命」との価値判断を誤らない。
- ✧ 精神的ケアと医療行為が必要である。

(6) 加害者（犯罪者）となるリスクの対処とその予防対策

海外では、自分が被害者となるリスクのみでなく、不注意で他人の物を壊したり、ケガをさせたり、知らないで麻薬の輸送に加担してしまったりする等、加害者となるリスクもあります。また、故意ではなくとも、現地の法律等に違反し犯罪行為とみなされる場合があります。現地社会の法律に従って行動することは当たり前ですが、日本では特に違法でない行動が留学先では違法となるケースもありますので、注意しましょう。

- ① 滞在国・地域や民族、宗教に関する規定は法律に含まれているものが多く見られます。自分では意図しなくとも、宗教的な習慣を侮辱したり、宗教儀式を妨害したりすると受け止められるような行為は、厳しく罰せられることになるので注意しましょう。
- ② 多くの国では、軍事施設を始め、港湾、空港、大統領官邸など保安上重要な公共施設の写真撮影が制限されています。公共施設や宗教施設、博物館美術館では撮影が許可制になっていることが多いため、注意が必要です。また、一般住民を被写体とすることが許されない文化圏もあります。法律上の制限がないとしても、人物にカメラを向ける場合は、相手の事前の承諾を得ることがエチケットです。
- ③ 海外においては、過度の飲酒や不適切な飲酒が、飲酒運転、転落・滑落事故、暴力事件、窃盗強盗などの被害者または加害者になるリスクを高めることになります。また、飲酒そのものが法的に禁止されている国もあるので注意してください。
- ④ 喫煙年齢は、国によって異なります。また、世界的な傾向として、喫煙のできる場所や範囲が限定されるようになってきているので注意してください。
- ⑤ 世界各国で麻薬・覚せい剤等に関する取締りや罰則が厳しさを増しています。麻薬関連の犯罪では日本とは比較にならないほど重い刑罰が科され、極刑に処せられることもあります。いかなる種類の麻薬でも、所持、譲渡、売買、製造、輸出入などすべて厳禁です。また、自分では認識しないまま、土産を手渡されたり、手荷物を託されたりする形で麻薬を所持させられ、麻薬の運搬に加担させられてしまうことがありますので、他人の荷物を安易に預かることは絶対にしないでください。
- ⑥ 滞在する国の出入国・査証関連規則をよく把握し、在留資格や在留期限切れなどがないように注意してください。
- ⑦ 禁制品の持込みや持出、偽ブランド品、海賊版等の購入あるいは持込みをしないでください。
- ⑧ 買春・売春をしないでください。

(7) 自然災害のリスクの対処とその予防対策

自然災害には、地震、津波、暴風雨、ハリケーン、トルネード、洪水、猛暑、豪雪、異常気象、火山噴火等があります。自然災害には、予兆なしに発生するものも多く、そのような場合には、一瞬の判断を誤ると生命の危険に晒されることになります。派遣先の国や地域にどのような種類の自然災害があるのかを事前に調べ、発生に備えることが必要です。

自然災害は、その土地に特徴的なものであることから、それに対する防衛策も予め定められていることが多いものです。現地に到着後、出来るだけ早い段階で、そのような自然災害に関する予防策について説明を受けておくことをお勧めします。

自然災害に関し、事前に調べておくべきことは、以下の通りです。

- ① 現地で頻繁に発生する自然災害（種類、時期、頻度）
- ② 災害が発生した場合の緊急連絡網
- ③ 災害が発生した場合の避難経路、集合場所
- ④ 災害が発生した場合に連絡すべき連絡先

自然災害が発生した場合には、キャンパスであっても自宅であっても、自分一人で行動するということは少なく、周りの人と集団で行動することになります。このため、キャンパスでの交友関係は言うまでもなく、自宅においても隣近所とは、普段から挨拶を交わすなどの良好な関係を築いておくことが極めて重要となります。

(8) 緊急事態（テロ、紛争、暴動等）に遭遇するリスクの対処とその予防対策

日本は紛争、暴動、クーデター、テロのような大事件のない平和な国です。しかしながら、海外に目を向ければ、各地で毎日のように紛争や暴動などの事件が起きています。これらの社会的要因による不安定状態は、ある日突然に発生するという種類のものではありません。これらに備えるためには、普段から現地社会の動きに関心と注意を払っておくことが大切です。海外での緊急事態に遭遇しないように、外務省海外安全ホームページ（<http://www.anzen.mofa.go.jp/>）等を活用し、危険情報が発出されている地域への渡航は控え、また、滞在中に危険な状態が発生したら速やかにそこを離れることが重要です。

テロ事件や暴動が起きると、現場はかなり混乱した状態になることが予想されます。このような事態に遭遇した場合は、決してパニックにならず、群衆には近づかないようにし、いち早く安全な場所に避難することが大切です。近くで騒乱の様子を探ることは、極めて危険な行為ですので絶対にやめてください。まして好奇心で騒乱の場に出かけるような行動は決してとってはいけません。

また、このような事件が発生した場合にはアイラック安心サポートデスクに連絡して相談してください。併せて、本学に速やかに連絡し、大学側の指示に従って、早め早めの避難行動を起こすことが必要です。

あとがき

本ガイドブックは、金沢星稜大学の学生・教職員のために、海外渡航安全管理の手引きとして作成したものです。本ガイドブックが海外留学や研修、出張に当たって役立てば幸いです。

なお、今後は海外留学・研修プログラム等の事業を推進していくと共に、本ガイドブックはさらに内容を見直し、充実していく予定ですので、ご意見等ありましたら、以下までメールでお寄せください。

金沢星稜大学国際交流センター

E-mail : iec@seiryo-u.ac.jp

参考資料

また、本ガイドブックの作成にあたり、以下の資料やWEBサイトを参考させていただきました。

- ◇ 東京大学『海外渡航危機管理ガイドブック』 2010年7月
- ◇ 秋田大学国際交流センター『秋田大学 海外渡航者安全管理ガイドブック』平成24年4月
- ◇ 外務省ホームページ <http://www.mofa.go.jp/mofaj/index.html>
- ◇ 外務省 海外安全ホームページ <http://www.anzen.mofa.go.jp/index.html>
- ◇ 厚生労働省検疫所 ホームページ <http://www.forth.go.jp/>

海外安全リンク集

- ◇ 外務省 海外安全ホームページ <http://www.anzen.mofa.go.jp/>
- ◇ 外務省 海外安全虎の巻 http://www.anzen.mofa.go.jp/pamph/pamph_01.html
- ◇ 海外で 困ったら 大使館・総領事館のできること
http://www.anzen.mofa.go.jp/pamph/pamph_02.html
- ◇ 国際協力機構 世界の様子（国別生活情報） <http://www.jica.go.jp/seikatsu/>
- ◇ 厚生労働省 検疫所（海外で流行中の感染症情報など） <http://www.forth.go.jp/>
- ◇ 外務省 世界の医療事情 <http://www.mofa.go.jp/mofaj/toko/medi/>
- ◇ 厚生労働省 薬物乱用防止に関する情報ページ
<http://www.mhlw.go.jp/bunya/iyakuhin/yakubuturanyou/>

海外渡航届(教職員用)

提出日 平成 年 月 日

渡航者氏名	(ふりがな)
所属	
現住所・連絡先	現住所:
	電話番号:
	携帯番号: (渡航先での使用: 可 ・ 不可)
	携帯メールアドレス:
	PCメールアドレス:
緊急連絡先	氏名: (あなたとの関係:)
	電話番号:
	携帯番号:
渡航の目的	
渡航先	国・都市:
	機関名:
渡航連絡先	住所:
	TEL/FAX:
	E-mail:
	担当者名:
渡航期間	平成 年 月 日() ~ 平成 年 月 日()
渡航スケジュール	出発: 年 月 日(便名:)
	乗継: 年 月 日(便名:)
	乗継: 年 月 日(便名:)
	乗継: 年 月 日(便名:)
	乗継: 年 月 日(便名:)
	帰国: 年 月 日(便名:)
旅券	No.:
	発行年月日: 年 月 日 有効期限: 年 月 日
ビザの有無・種類	
海外旅行保険	
その他	

* 本届は、海外渡航者が作成し国際交流センターに提出すること。

* パスポートのコピーを添付すること。

* この個人情報、本学における海外リスク管理業務関係のためにのみ使用します。その他の目的には利用しません。

＜参考資料２＞（別途配布）

緊急対応リスト

連絡先	電話番号等記入欄
●アイラック安心サポート	
① 携帯から国際フリーダイヤルが利用できない場合は、固定電話を利用	
② ①で繋がらない場合は国際コレクトコールでかける	
③ ②で繋がらない場合は直通国際電話（有料）からかける	
①国際フリーダイヤル（無料）	
②国際コレクトコール	A: B:
A・Bいずれの番号でも日本人オペレーターにつながるので、下記の電話番号をオペレーターに伝える。アイラック安心サポートデスク _____	
③直通国際電話（有料）	
※相談の仕方	① 学校名 ②氏名 ③渡航先国・都市 ④出国・帰国日を告げた後、相談する
●現地連絡先	
受入先機関関係者	
ホームステイ先	
現地在外公館	
警察	
救急車	
●日本連絡先	
家族	
大学・国際交流センター	TEL: +81-76-253-3896 FAX: +81-76-253-3995 E-mail: iec@seiryo-u.ac.jp
大学・指導教員	
大学・学生相談室	TEL: +81-76-253-3871
保険会社	
クレジットカード会社	
航空会社	
旅行会社	
●その他	

＜参考資料３＞（別途配布）

緊急連絡カード

Emergency Contact Card	Emergency Contact Card
Name in Japanese :	<Local Contact>
Name in Latin Alphabet :	Place of Stay :
Date of Birth :	Phone Number :
Passport Number :	Contact Person : Relationship :
Nationality :	Phone Number :
Blood Type : A B O AB	<Contact in Japan>
Allergies :	Contact Person : Relationship :
Previous Illness or Medications :	Phone(home) :
	Phone(Mobile) :
Kanazawa Seiryō University、Japan	Kanazawa Seiryō University、Japan

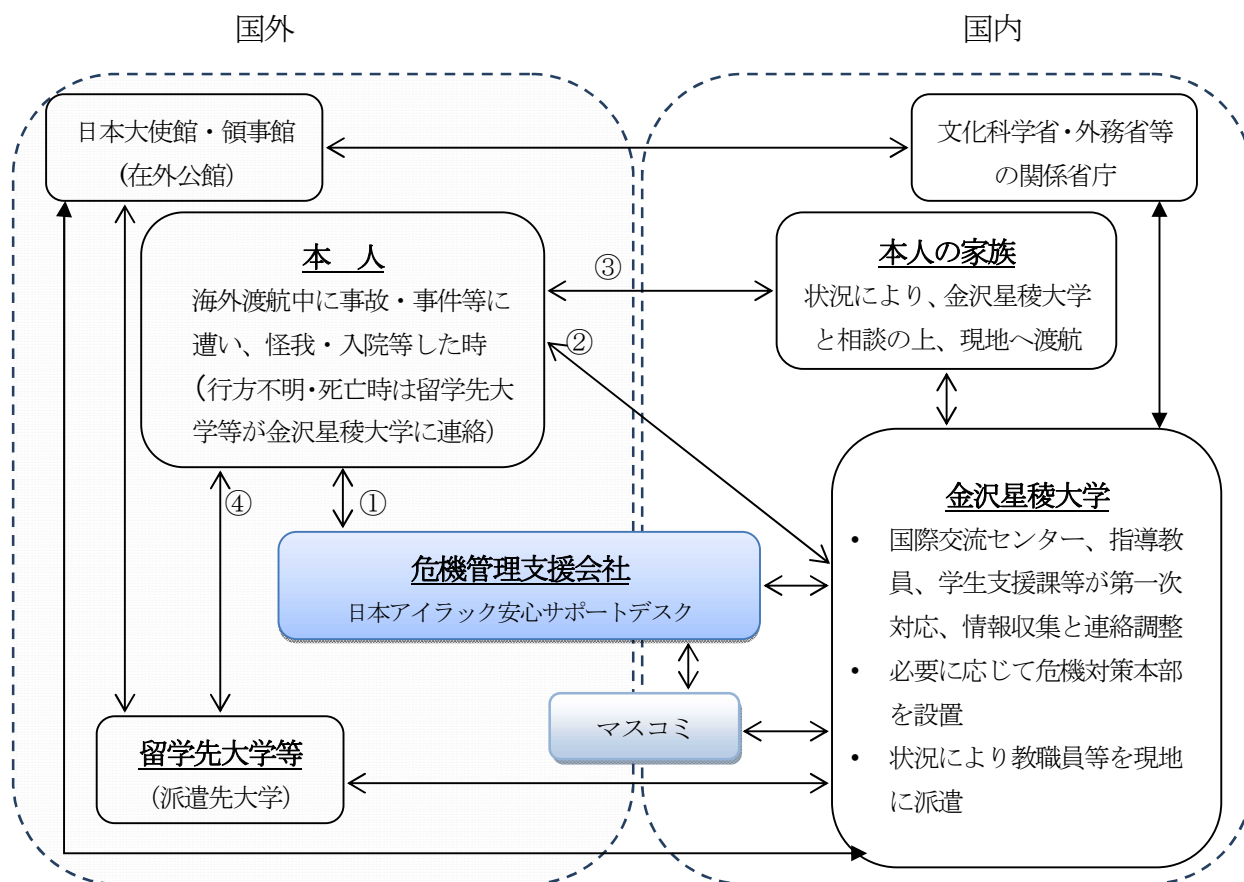
※必要事項を記入し、切り取って、真ん中の線で二つ折りにする。

※財布・カード入れなどに入れて常時携帯すること。

＜記入例＞

Emergency Contact Card	Emergency Contact Card
Name in Japanese : 星稜 花子	<Local Contact>
Name in Latin Alphabet : Seiryō.Hanako	Place of Stay : Hotel Capital
Date of Birth : Day 18 Month Oct Year 1994	Phone Number : + 78-98-79-64-52
Passport Number : TO1234567	Contact Person : Gradinski Relationship : Advisor
Nationality : Japan	Phone Number : +56-78-90-41-35
Blood Type : <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> O <input type="checkbox"/> AB	<Contact in Japan>
Allergies : Corn、Egg	Contact Person : Seiryō Taro Relationship : Father
Previous Illness or Medications : Coumadin	Phone(home) : +81-76-253-****
	Phone(Mobile) : +81-90-****-****
Kanazawa Seiryō University、Japan	Kanazawa Seiryō University、Japan

海外渡航中(留学・研修・出張)で事件・事故等を発生した場合の連絡体制図



注：←→は連絡・相談を示しています。

緊急連絡は原則として、①、②、③、④の順で行うことが望ましいです。

☆ 危機管理支援会社(日本アイラック安心サポートデスク)の連絡先：
(添付資料を確認した上で、下に記入してください。)

- ①国際フリーダイヤル(無料) _____
 ②国際コレクトコール _____
 ③直通国際電話(有料) _____

☆ 大学の緊急時の連絡先：

①国際交流センター

TEL：+81-76-253-3896

FAX：+81-76-253-3995

E-mail：iec@seiryu-u.ac.jp

②学生相談室

TEL：+81-76-253-3871

[最上位](#) > [第3編 大学](#) > [第2章 組織・総務](#)

金沢星稜大学協議会規程

(趣 旨)

第1条 この規程は金沢星稜大学学則（以下「学則」という。）第30条の規定に基づき、金沢星稜大学協議会（以下「協議会」という。）の組織及び運営等について定める。

(組 織)

第2条 学則第28条第2項により、協議会は次の各号に掲げる者をもって組織する。

- (1) 学長
- (2) 副学長
- (3) 経済学部長
- (4) 人間科学部長
- (5) 人文学部長
- (6) 教養教育部長
- (7) 研究科長
- (8) 事務局長
- (9) 経済学部経済学科長
- (10) 経済学部経営学科長
- (11) 人間科学部スポーツ学科長
- (12) 人間科学部こども学科長
- (13) 人文学部国際文化学科長
- (14) 教養教育部門長
- (15) その他学長が特に必要と認めた者若干名

2 学長は、特に必要と認めた場合、協議会の承認を得て構成員を指名することができる。

(審議事項)

第3条 学則第29条により、協議会は次の事項を審議し、学長に意見を述べるものとする。

- (1) 学生の入学、卒業及び課程の修了
- (2) 学位の授与
- (3) 前2号に掲げるもののほか、教育研究に関する重要な事項で、協議会の意見を聴くことが必要なものとして学長が定めるもの

2 協議会は、前項に規定するもののほか、学長がつかさどる教育研究に関する事項について審議し、及び学長の求めに応じ、意見を述べることができる。

(会議の召集及び議長)

第4条 協議会の会議（以下「会議」という。）は学長が召集し、議長となる。

2 学長に事故があるときは、副学長のうち学長が指定した順位の上位者が職務を代行する。

(会 議)

第5条 会議は学長が必要と認めたとき、又は構成員の2分の1以上の要求があったとき開催する。

2 会議は構成員全員の3分の2以上の出席をもって成立する。ただし海外出張者、内地研究員、学校法人稲置学園就業規則第29条に規定する休暇取得者（年次有給休暇を除く。）及び第

49条に該当する者は除くものとする。

3 議事は出席構成員の過半数をもって決し、可否同数のときは議長の決するところによる。

4 金沢星稜大学の管理教員及び部会に関する規程第6条第1項に掲げる特別役職者と第9条第1項に掲げる役職者及び事務局長が指名した事務職員は協議会に出席し、意見を述べるができる。ただし議決権を有さない。

(議事録)

第6条 事務局長は議事録を作成し、学長の承認を得なければならない。

(改 廃)

第7条 この規程の改廃は、協議会の議を経て、理事会の承認を得なければならない。

付 則

1 この規程は、平成19年2月23日に制定し、平成19年4月1日から施行する。

2 平成19年度に選出される第2条第1項第8号の教員のうち、1名の任期は1年とする。また、第2条第1項第9号及び第10号についても同様とする。

付 則

この規程は、平成19年5月1日に組織を一部改正し、平成19年4月1日から適用する。

付 則

1 この規程は、平成20年3月21日に組織を一部改正し、平成20年4月1日から施行する。

2 第2条第1項第8号及び第9号については、当分の間共通とし、4名とする。

付 則

この規程は、平成23年1月28日に組織を一部改正し、平成23年4月2日以降の選任から適用する。

付 則

この規程は、平成23年12月22日に組織、審議事項及び会議を一部改正し、平成24年4月1日から施行する。

付 則

この規程は、平成24年5月25日に審議事項を一部改正し、平成24年5月25日から施行する。

付 則

この規程は、平成25年9月27日に組織、会議の招集及び議長及び会議を一部改正し、平成26年4月1日から施行する。

付 則

この規程は、平成26年5月27日に会議を一部改正し、平成26年9月1日から施行する。

付 則

この規程は、平成27年2月27日に[学校教育法](#)の一部を改正する法律に伴い一部改正し、平成27年4月1日から施行する。

付 則

この規程は、平成27年3月6日に組織、審議事項及び会議を一部改正し、平成27年4月1日から施行する。ただし、第2条の人文学部に関する組織は平成28年4月1日から施行する。

付 則

この規程は、平成28年2月26日に組織及び会議を一部改正し、平成28年4月1日から施行する。

付 則

この規程は、平成31年4月26日に会議を一部改正し、平成31年4月1日に遡り施行する。

[最上位](#) > [第3編 大学](#) > [第2章 組織・総務](#)

金沢星稜大学常任部会規程

(趣 旨)

第1条 この規程は、金沢星稜大学常任部会の組織及び運営に関し必要な事項を定めるものとする。

(役 割)

第2条 常任部会は、金沢星稜大学の運営及び大学の教育研究を円滑に行うために必要な連絡、調整及び協議を行う。

(構 成)

第3条 常任部会は、「金沢星稜大学の管理教員及び部会に関する規程」第11条第2項に定める者で組織する。

(議 長)

第4条 常任部会に議長を置き、学長をもって充てる。

2 議長は、常任部会を主宰する。

3 議長に事故あるときは、副学長が、その職務を代行する。

4 副学長の任命がないときは、経済学部長が、その職務を代行する。

(招 集)

第5条 常任部会は、学長が招集する。

(議 案)

第6条 議案は、学長から常任部会に附議する。

(開 会)

第7条 常任部会は、構成員の半数以上が出席しなければ、開会することができない。

(議 決)

第8条 常任部会の議事は、出席者の過半数で決し、可否同数のときは、議長が決する。

(構成員以外の者の出席)

第9条 議長が必要と認めたときは、構成員以外の者に出席を求め、意見を聴くことができる。

(規程の改廃)

第10条 この規程の改廃は、常任部会の議を経て学長が行う。

(雑 則)

第11条 常任部会に関する事務は、事務局において処理する。

2 この規程に定めるもののほか、常任部会の議事の運営その他必要な事項は、常任部会が定める。

付 則

この規程は、平成18年2月15日に制定し、平成18年4月1日から施行する。

付 則

この規程は、平成19年3月7日に構成及び規程の改廃を一部改正し、平成19年4月1日から施行する。

付 則

この規程は、平成23年12月7日に構成及び招集について改正し、平成24年4月1日から施行する。

[最上位](#) > [第3編 大学](#) > [第3章 人事・服務](#)

金沢星稜大学の管理教員及び部会に関する規程

(趣 旨)

第1条 この規程は、金沢星稜大学（以下「大学」という。）の管理教員及び部会に関し必要な事項を定めるものとする。

(管理教員)

第2条 前条に定める管理教員は、学長、副学長、学部長、大学院研究科長、特別役職者及び役職者とする。

(学 長)

第3条 大学に学長を置く。

2 学長に関し必要な事項は、[金沢星稜大学学則](#)及び[金沢星稜大学学長選考規程](#)の定めるところによる。

(副学長)

第4条 大学に副学長を置く。

2 副学長に関し必要な事項は、金沢星稜大学学則及び[金沢星稜大学副学長](#)に関する規程の定めるところによる。

(学部長等)

第5条 大学の学部学部に学部長を、大学の教養教育部に教養教育部長を置く。また、大学院研究科に研究科長を置く。

2 学部長、教養教育部長及び研究科長（以下「学部長等」という。）の選考、任命、任期等は、[金沢星稜大学学部長等選考規程](#)による。

(特別役職者)

第6条 大学に次の各号に掲げる特別役職者を置く。

(1) 教務部長

(2) 学生部長

(3) 入学部長

(4) 評価部長

2 特別役職者は、理事長が任命する。

3 特別役職者の任期は、2年とする。ただし、定年を超えることはできない。

4 任期中に特別役職者が交替したときは、新任者の任期は前任者の残任期間とする。

5 特別役職者は、再任することができる。

6 特別役職者は、併任することができる。

7 特別役職者は、学校法人稲置学園以外への出講を原則禁止する。

8 特別役職者の授業担当時間は、軽減することができる。

(学部長等の役割)

第7条 学部長等の役割は、次の各号に掲げるとおりとする。

(1) 経済学部長は、入学者の確保から卒業まで、経済学部運営の責任者とする

(2) 人間科学部長は、入学者の確保から卒業まで、人間科学部運営の責任者とする

(3) 人文学部長は、入学者の確保から卒業まで、人文学部運営の責任者とする

(4) 教養教育部長は、教養教育及び基礎（リメディアル教育を含む）教育の責任者とする

(5) 研究科長は、研究科運営の責任者とする

(特別役職者の役割)

第8条 特別役職者の役割は、次の各号に掲げるとおりとする。

(1) 教務部長は、カリキュラムの実施及び改革、授業の改善・改革等教務全般を担当する

(2) 学生部長は、課外活動を含む学生生活全般の指導を担当する

(3) 入学部長は、学生募集及び入試全般に関することを担当する

(4) 評価部長は、自己点検評価の実施及び第三者評価を担当する

(役職者)

第9条 大学に次の各号に掲げる役職者を置く。

(1) 図書館長

(2) 総合研究所長

(3) SDGs産学地域連携センター長

(4) 国際交流センター長

(5) キャリアセンター長

(6) 学生支援センター長

(7) 教職支援センター長

(8) 総合情報センター長

2 役職者は、理事長が任命する。

3 役職者の任期は、2年とする。ただし、定年を超えることはできない。

4 任期中に役職者が交替したときは、新任者の任期は前任者の残任期間とする。

5 役職者は、再任することができる。

6 役職者は、併任することができる。

7 役職者は、事務職員とすることができる。

(役職者の役割)

第10条 役職者の役割は、学則第59条に掲げる附属施設の責任者とする。

(常任部会)

第11条 大学に大学の運営及び教育研究に関し連絡、調整及び協議するため、学長を長とする常任部会を置く。

2 常任部会は、学長、副学長、学部長等及び事務局長で組織する。ただし、学長が必要と認めたときは、特別役職者及び役職者を加えることができる。

3 前項に定めるもののほか、常任部会の組織及び運営に関し必要な事項は、[金沢星稜大学常任部会規程](#)の定めるところによる。

(教務部会)

第12条 大学に教務部長を長とする教務部会を置く。

2 教務部会は、教務部長、専任教員4名以上8名以内及び職員若干名で組織する。

3 前項に定めるもののほか、教務部会に関し必要な事項は、[金沢星稜大学教務部会規程](#)の定めるところによる。

(学生部会)

第13条 大学に学生部長を長とする学生部会を置く。

2 学生部会は、学生部長、専任教員4名以上8名以内及び職員若干名で組織する。

3 前項に定めるもののほか、学生部会に関し必要な事項は、[金沢星稜大学学生部会規程](#)の定めるところによる。

(入学部会)

第14条 大学に入学部長を長とする入学部会を置く。

2 入学部会は、入学部長、専任教員4名以上8名以内及び職員若干名で組織する。

3 前項に定めるもののほか、入学部会に関し必要な事項は、[金沢星稜大学入学部会規程](#)の定めるところによる。

(評価部会)

第15条 大学に評価部長を長とする評価部会を置く。

2 評価部会は、評価部長、専任教員4名以上8名以内及び職員若干名で組織する。

3 前項に定めるもののほか、評価部会に関し必要な事項は、[金沢星稜大学評価部会規程](#)の定めるところによる。

(委員会)

第16条 大学は、特定の課題又は方針策定等のため、学長又は学部教授会の諮問機関として委員会を設け、委員長を置くことができる。

(規程の改廃)

第17条 この規程の改廃は、理事長が行う。

付 則

1 この規程は、平成18年1月1日に制定し、平成18年4月1日から施行する。

2 金沢星稜大学部長・学科長・研究科長等に関する規程は廃止する。

3 平成18年度任命予定の特別役職者及び役職者の半数は、任期を1年とする。

付 則

この規程は、平成19年3月19日に特別役職者等を一部改正し、平成19年4月1日から施行する。

付 則

この規程は、平成20年3月21日に特別役職者等を一部改正し、平成20年4月1日から施行する。

付 則

この規程は、平成22年3月30日に特別役職者に国際交流部長を追加並びに国際交流部会の設置について改正し、平成22年4月1日より施行する。

付 則

この規程は、平成22年5月7日に学部長及び研究科長、特別役職者について改正し、平成22年4月23日より施行する。

付 則

この規程は、平成24年1月19日に管理教員の役割並びに部会の名称を改正し、平成24年4月1日から施行する。

付 則

この規程は、平成25年10月22日に大学運営組織の改編にともないその一部を改正し、平成26年4月1日から施行する。

付 則

1 この規程は、経済学部二部経済学科の廃止に伴い、平26年5月27日に学部長等及び学部長等の役割を一部改正し、平成26年5月27日から施行する。

2 学生支援センターの名称変更に伴う一部改正は、平成26年9月1日から施行する。

付 則

この規程は、平成27年2月23日に一部改正（経済学部一部の学部名称変更）し、平成27年4月1日から施行する。

付 則

この規程は、平成27年2月16日に特別役職者に教職部長を追加並びに教職課程等部会の設置について改正し、平成27年4月1日より施行する。

付 則

この規程は、平成27年3月17日に人文学部長の役割について追加し、平成28年4月1日から施行する。

付 則

この規程は、平成27年12月4日に常任部会について一部改正し、平成28年4月1日から施行する。

付 則

この規程は、平成31年2月14日に一部改正（教職部長及び教職部会の削除、教職支援センター長及び総合情報センター長の追加）し、平成31年4月1日から施行する。

付 則

この規程は、令和6年4月1日に附属施設の名称変更に伴い一部改正し、令和6年4月1日より施行する。

金沢星稜大学学部教授会に関する規程

(趣 旨)

第1条 金沢星稜大学学則第33条により、学部教授会に関する規程を次のように定める。

(組 織)

第2条 金沢星稜大学に次の学部教授会を置く。

- (1) 経済学部教授会
- (2) 人間科学部教授会
- (3) 人文学部教授会

2 学部教授会は、当該学部の学部長及び専任教授をもって組織する。ただし、准教授、講師、助教及び助手を加えることができる。

3 学部教授会には前項に掲げる者のほか、学部長の指名する者を加えることができる。

(任 務)

第3条 学部教授会は金沢星稜大学学則第32条第1項及び第2項の事項を審議し、学長に対し意見を述べるものとする。

2 学部教授会は学部及び学科ごとに、その教育上の目的を踏まえて、次に掲げる方針について審議し、学長に意見を述べるものとし、学長の承認後公表するものとする。

- (1) 卒業の認定に関する方針
- (2) 教育課程の編成及び実施に関する方針
- (3) 入学者の受入れに関する方針

3 前項第2号に掲げる方針の審議に当たっては、同項第1号に掲げる方針との一貫性の確保に特に意を用いなければならない。

(会 議)

第4条 学部教授会の会議は学部長が招集し、その議長となる。学部長に事故あるときは、あらかじめ学部長が指名した者が議長となる。

2 会議は定日に常会を開く。ただし、議事のないときはこの限りではない。

3 学部長が必要と認めたとき、あるいは学部教授会全員の2分の1以上の要求があったときは、臨時会を開かなければならない。

4 学部教授会は、学部教授会全員の2分の1以上の出席をもって成立する。ただし海外出張者、学校法人稲置学園就業規則第29条に規定する休暇取得者（年次有給休暇を除く。）及び第49条に該当する者は除くものとする。

5 学部教授会が必要と認めたときは、関係の事務職員の出席を求めて、その意見又は説明を聞くことができる。

(議案の提出)

第5条 常会に議案を提出しようとする者は、会議の2日前までに、これを学部長に申し出なければならない。ただし、緊急やむを得ないときは、この限りではない。

2 臨時会を要求する者は議案を提出しなければならない。

(議 決)

第6条 議事は、出席者の過半数で決する。

2 会議において、必要と認めたときは、別の表決法によることができる。

(議事録)

第7条 学部長は、会議の議事録を学長に提出し、承認を得なければならない。

2 学部長は、次の会議に承認の結果を報告しなければならない。

(資格審査等)

第8条 教育職員の資格審査その他重要事項については、協議会において審議する。

2 前項の会議に関する事項については、別に定める規程による。

(学科会議)

第9条 経済学部教授会に経済学科会議、経営学科会議及び地域システム学科会議を、人間科学部教授会にスポーツ学科会議及びこども学科会議を、人文学部に国際文化学科会議及び国際英語学科会議を置く。

2 前項の学科会議を主宰し、当該学部長を補佐するために学科長を置く。

3 学科長は学長が委嘱し、任期は2年とする。ただし、当該学部長の任期を超えることはできない。

4 学科会議は、当該学科の学科長及び専任教授、准教授、講師及び助教をもって組織する。ただし、助手を加えることができる。

5 学科会議には前項にあげる者のほか、学科長の指名する者を加えることができる。

(合同教授会)

第10条 学長は、必要に応じて教授会を合同で開催することができる。

2 合同教授会の議長は学長が指名する学部長が行う。

3 学部長が必要と認めたとき、あるいは構成員全員の2分の1以上の要求があったときは、臨時会を開かなければならない。

4 合同教授会は、構成員全員の2分の1以上の出席をもって成立する。ただし海外出張者、学校法人稲置学園就業規則第29条に規定する休暇取得者（年次有給休暇を除く。）及び第49条に該当する者は除くものとする。

5 合同教授会が必要と認めたときは、関係の事務職員の出席を求めて、その意見又は説明を聞くことができる。

(全学教授会)

第11条 学長は、必要に応じて金沢星稜大学学則第31条及び34条に定める教授会を全学合同で開催することができる。

2 全学教授会の議長は学長が行う。

(委員会)

第12条 学部教授会に委員会を置くことができる。

2 その他必要に応じて、常時又は、臨時の委員会を置くことができる。

3 各委員会の委員は学部長が委嘱し、任期は2年とする。

(規程の変更)

第13条 この規程の改正には、学部教授会全員の3分の2の賛成と、理事会の承認とを得なければならない。

付 則

この規程は、昭和46年9月10日から施行する。

付 則

この規程は、昭和48年4月1日に一部改正し、昭和48年4月1日から施行する。

付 則

この規程は、平成12年12月22日に教授会組織の構成、委員会及び細則の改正方法を改正し、平成12年12月22日から施行する。

付 則

この規程は、平成19年2月23日に規程の名称並びに学則の改正に伴う条項等を変更し、平成19年4月1日から施行する。

付 則

1 この規程は、平成20年3月21日に組織を一部改正し、平成20年4月1日から施行する。

2 第2条第1項第1号及び第2号については、当分の間、共通の教授会とする。

付 則

この規程は、平成21年4月24日に合同教授会を追加し、平成21年4月24日から施行する。

付 則

この規程は、平成25年3月8日に会議を一部改正し、平成25年4月1日から施行する。

付 則

この規程は、平成25年9月27日に学科会議に関する規定を追加しその一部を改正し、平成26年4月1日から施行する。

付 則

この規程は、平成26年5月27日に組織を一部改正し、平成 年 月 日から施行する。

付 則

この規程は、平成27年2月27日に組織及び学校教育法一部改正に伴い任務、議事録及び全学教授会を一部改正し、平成27年4月1日より施行する。

付 則

この規程は、平成27年3月6日に組織を一部改正し、平成28年4月1日から施行する。

付 則

この規程は、平成28年2月26日に会議及び学科会議の一部改正並びに合同教授会を追加し、平成28年4月1日より施行する。

付 則

この規程は、平成29年2月24日に任務を一部改正し、平成29年4月1日から施行する。

付 則

この規程は、平成29年3月24日に任務を一部改正し、平成29年4月1日から施行する。

付 則

この規程は、令和5年4月21日に学科会議を一部改正し、令和6年4月1日から施行する。

付 則

この規程は、令和6年4月19日に学科会議の構成を一部改正し、令和7年4月1日から施行する。

[最上位](#) > [第1編 法人](#) > [第2章 組織・総務](#)

学校法人稲置学園自己点検・自己評価委員会規程

(趣 旨)

第1条 この規程は、[学校教育法](#)（昭和22年3月31日法律第26号）第28条、第49条、第62条及び第109条の規定により、金沢星稜大学、金沢星稜大学女子短期大学部、星稜高等学校、星稜中学校、金沢星稜大学附属星稜幼稚園及び金沢星稜大学附属星稜泉野幼稚園（以下「設置校」という。）で実施する自己点検・自己評価に関し、学校法人稲置学園（以下「法人」という。）における実施組織、実施方法等について定める。

(組 織)

第2条 設置校の自己点検・自己評価を推進し実施するため、学校法人稲置学園自己点検・自己評価委員会（以下「委員会」という。）を置く。

(委員会の役割)

第3条 委員会は、設置校における教育・研究、組織・運営及び施設設備（以下「教育研究等」という。）について毎年度、自己点検・評価を実施する。

- (1) 自己点検・評価の基本方針及び自己点検・評価項目の策定に関する事項
- (2) 自己点検・評価の実施、組織及び体制に関する事項
- (3) 各組織の自己点検・評価結果の統括に関する事項
- (4) 自己点検・評価報告書の作成に関する事項
- (5) その他自己点検・評価及び外部評価ならびに第三者評価に関する事項

(委員会の構成)

第4条 委員会の構成は、理事長のもとに設置し、自己点検・評価は、各組織の長を責任者として行う。

2 委員会は次に定める委員をもって構成し、理事長が委員長となる。

- (1) 理事長
- (2) 大学長
- (3) 短期大学部学長
- (4) 高等学校長
- (5) 中学校長
- (6) 各園長
- (7) 理事 2名
- (8) 理事長が指名する職員 若干名

3 委員長に事故があるときは、あらかじめ委員長が指名した者が職務を代行する。

(運 営)

第5条 委員会は、必要に応じて委員長が招集し、その議長となる。

2 委員会は、委員の過半数以上の出席がなければ、会議を開き議決することができない。

3 委員会の議事は、出席委員の過半数をもって決し、可否同数のときは議長が決する。

4 委員長が必要と認めるときは、委員以外の者を会議に出席させ、その意見を聴くことができる。

(任 務)

第6条 委員会は、次の各号に掲げる事項を行う。

- (1) 設置校の自己点検・自己評価の報告書についての承認及び各自己点検・自己評価委員会規程の改廃の審議
- (2) 法人全体にかかる自己点検・自己評価の方針の策定、実施
- (3) 設置校及び法人全体の自己点検・自己評価の結果等について、年1回以上理事会への報告
- (4) その他自己点検・自己評価に関し委員長が必要と認めた事項
(事務の所管)

第7条 委員会の事務は、経営企画部経営企画課が所管する。

(規程の改廃)

第8条 この規程の改廃は、委員会の議を経て理事会が行う。

付 則

この規程は平成7年1月27日に制定し、平成7年1月27日から施行する。

付 則

この規程は平成20年4月25日に組織変更に伴い改正し、平成20年4月1日から施行する。

付 則

この規程は、平成23年4月1日に組織の名称変更に伴い一部改正し、平成23年4月1日から施行する。

付 則

この規程は、平成24年1月27日に自己点検・評価の手續等の規定並びに条項の整理を行い、平成24年4月1日から施行する。

付 則

この規程は、平成24年2月24日に全文を改正し、平成24年4月1日から施行する。

付 則

この規程は、平成26年3月20日に委員会の役割を追加及び組織、委員会の構成、運営、任務、事務の所管、規程の改廃を一部改正し、平成26年4月1日から施行する。

付 則

この規程は、平成28年4月22日に事務組織変更に伴い一部改正し、平成28年4月1日に遡り施行する。

付 則

この規程は、令和元年7月26日に業務の見直しに伴い一部改正し、平成31年4月1日に遡り施行する。

付 則

この規程は、令和4年12月8日に業務の見直しに伴い一部改正し、令和4年4月1日に遡り施行する。

[最上位](#) > [第3編 大学](#) > [第2章 組織・総務](#)

金沢星稜大学評価部会規程

(趣 旨)

第1条 この規程は、金沢星稜大学評価部会の組織及び運営に関し必要な事項を定めるものとする。

(審議事項)

第2条 評価部会は次の事項を審議及び実施する。

- (1) 自己点検・評価（認証評価を含む）に関すること
- (2) 教員の業績評価に関すること
- (3) 学生の授業評価に関すること
- (4) 1号及び3号の報告書作成及び協議会への報告
- (5) その他、大学の評価全般に関すること

(構 成)

第3条 評価部会は、次の各号に掲げる者で組織する。

- (1) 評価部長
- (2) 学長から指名された専任教員4名以上8名以内
- (3) 事務職員若干名

(議 長)

第4条 評価部会に議長を置き、評価部長をもって充てる。

2 議長は、評価部会を主宰する。

3 議長に事故あるときは、あらかじめ評価部長が指名した構成員が、その職務を代行する。

(招 集)

第5条 評価部会は、評価部長が招集する。

(議 案)

第6条 議案は、評価部長から評価部会に附議する。

(開 会)

第7条 評価部会は、構成員の半数以上が出席しなければ、開会することができない。

(議 決)

第8条 評価部会の議事は、出席者の過半数で決し、可否同数のときは、議長が決する。

(構成員以外の者の出席)

第9条 議長が必要と認めたときは、構成員以外の者に出席を求め、意見を聴くことができる。

(規程の改廃)

第10条 この規程の改廃は、協議会の議を経て学長が行う。

(雑 則)

第11条 評価部会に関する事務は、事務局において処理する。

2 この規程に定めるもののほか、評価部会の議事の運営その他必要な事項は、評価部会が定める。

付 則

この規程は、平成18年7月12日に制定し、平成18年4月1日から施行する。

付 則

この規程は、平成18年12月13日に構成を一部改正し、平成19年4月1日から施行する。

付 則

この規程は、平成20年2月27日に構成を一部改正し、平成20年4月1日から施行する。

付 則

この規程は、平成23年12月14日に規程の改廃手続機関を改正し、平成24年4月1日から施行する。

付 則

この規程は、平成25年9月4日に審議事項を追加しその一部を改正し、平成26年4月1日から施行する。

2021年度教員業績自己点検評価シート

職位
氏名
本年度重点領域
作成日

注1：列の削除はしないでください。
注2：行の挿入は各区分ごとに適宜可能です。当該区分の最下行を選択してコピーした状態ですぐにホームタブの「挿入」を押してください。
注3：各区分ごとに個別に必要な評価項目がある場合、各区分最右列に新しい項目を赤字で追加ください。
注4：列の幅は変えないでください。自動で折り返されます。

文字入力
数値入力
プルダウン入力

※西暦で8桁日付を入力ください。

領域 区分 番号

領域 「教育活動」
A-1 講義・演習・実習（ゼミ）

人数	A-1-1 0	担当単 位	A-1-2 0	担当科 目に係 る授業 の準備 等及び 課題等 の添削 採点等 に要し た時間	A-1-3 0	履修者 数	A-1-4 0	授業評 価アン ケート 回収率	A-1-5 開講期	A-1-6 開講部 署	A-1-7 開講状 況	備考
人数	単位数	人	h	%								
#01												
#02												
#03												
#04												
#05												
#06												
#07												
#08												
#09												
#10												
#11												
#12												
#13												
#14												
#15												
#16												
#17												
#18												
#19												
#20												
#21												
#22												
#23												
#24												

A-2 論文指導

指導対象等（学部生、大学院生、外部等）	人数
#01	
#02	
#03	
#04	

#05

A－3 学生、一般用テキスト・図書・メディアシステム開発等（開発年度）発行所

	テキスト・図書名	発行所	著者	A-3-1 単著、 監修、 共著 (ファースト、単 独開発、共 同開発 (コアチーム))	A-3-2 共著(切 削、以 外、同 開発 (セカン ド以降))	A-3-3 分担執 行、開 発、構 成、協 力者
#01						
#02						
#03						
#04						
#05						

A－4 F D活動

	分科会（テーマ名）または学科 名・分科会テーマ等	A-4-1 分科会 の代表 者	A-4-2 分科会 の構成 員	A-4-3 授業に おける アク ティ ブ・ ラーニ ングの 導入科 目数
#01				
#02				
#03				
#04				
#05				

A－5 学生の外部・内部発表指導（学生ゼミナール大会など）

	大会名・内容	A-5-1 他大学 間交流	A-5-2 本学学 友会主 催ゼミ 発表
#01			
#02			
#03			
#04			
#05			

A－6 学生の学内・学外活動の指導・支援

	具体的内容	A-6-1 ポラン ティア、 NPO等	A-6-2 部活動 等	A-6-3 学内に おける 各サー クル活 動（顧 問）の 指導	活動名
#01					
#02					
#03					
#04					
#05					

A－7 学生の学内学習・生活支援活動

		A-7-1 オフィ スア ワー	A-7-2 長期学 生相談	A-7-3 他	時間
	具体的内容				
#01					
#02					
#03					
#04					
#05					

A-8 学生の学習支援活動

				A-8-1	A-8-2	回数
		具体的内容		海外実 習支援 活動	国内実 習支援 活動	
	#01					
	#02					
	#03					
	#04					
	#05					

A-9 学友会主催行事への参加指導(新歓・大学祭など)

行事名(列記)	A-9-1 回数	A-9-2 時間
#01		
#02		
#03		
#04		
#05		

A-10 その他 (A-1～A-9に当てはまらない領域 (教育活動) 事項の追加)

	名称等	回数	時間
	#01		
	#02		
	#03		
	#04		
	#05		

B 領域 「研究活動」 B-1 受賞

				B-1-1	B-1-2	顕彰の グレード
	顕彰名	主催団体名、 機関名	国際・政 府機関、国 際学会か ら	民間シン クタン ク、財治 団、企業 体からの 顕彰		
#01						
#02						
#03						

論文 B-2

	B-2-1-①	B-2-1-②	B-2-2-①	B-2-2-②	B-2-3-①	B-2-3-②	B-2-4-①	B-2-4-②	B-2-5-①	B-2-6-②	論文レベル
--	---------	---------	---------	---------	---------	---------	---------	---------	---------	---------	-------

圖書 3-3

学術原著論文名	著者名	学術誌 名称、 学会名 Vol. pp No. 等
#01		
#02		
#03		
#04		
#05		
#06		
#07		
#08		
#09		
#10		
#11		
#12		

■
 ■
 ○
 1

書籍名	発行所 (出版 社名)、 等、 分担合 の場合は 箇所・ 箇所 等	B-3-1-1	B-3-1-2	B-3-1-3	B-3-2-1	B-3-2-2	B-3-2-3
		芸術専門 書(翻訳 を含む) 著: 単著 (フアー スト)	芸術専門 書(翻訳 を含む) 著: 共著 (セカ ンド以 降)	芸術専門 書(翻訳 を含む) 著: 共著 (フアー スト)	一般図 書、実践 図書、テ キスト的 図書: 共 著(セカ ンド以 降)	一般図 書、実践 図書、テ キスト的 図書: 共 著(セカ ンド以 降)	一般図 書、実践 図書、テ キスト的 図書: 共 著(セカ ンド以 降)
#01							
#02							
#03							
#04							
#05							

B-4 雜誌

	題目	雑誌 名・発行所 (出版社名) pp、 Vol、 No、月 年	単・連 名区分	B-4-1 回数
#01				
#02				
#03				

B-5 特許

	・タイトル	出願／登録年月日	分野／登録番号・番号	B-5-1 特許出願	B-5-2 特許登録
#01					
#02					
#03					

B-6 研究報告書

	B-6-1-①	B-6-1-②	B-6-1-③	B-6-2-①	B-6-2-②	B-6-2-③	レベル
発行所（機関名）、執筆箇所タイトル・PP等	国際、政府機関、ベル：単著、共著（ファースト）、監修	国際、政府機関、ベル：単著、共著（セカンド）、監修	国際、政府機関、ベル：単著、共著（サード以降）、分担執筆	地方行政機関、企業、財団、NPO、その他研究団体：単著、共著（ファースト）、監修	地方行政機関、企業、財団、NPO、その他研究団体：単著、共著（セカンド）、監修	地方行政機関、企業、財団、NPO、その他研究団体：単著、共著（サード以降）、分担執筆	
#01							
#02							
#03							
#04							
#05							

B-7 科研費研究（日本学術振興会）等 私学助成も含む

	申請/採択	分野	事業年数	総額（万円）	申請：申請者代表	申請：分担者	採択：研究代表者	採択：分担者
#01								
#02								
#03								
#04								
#05								

B-8 学外共同研究（主に学外）

	代表者氏名	分担者、連携者、協力者名	機関名	採択年度	事業年数	総額（万円）	B-8-1 代表者	B-8-2 分担者
題目・テーマ								
#01								
#02								
#03								
#04								
#05								

B-9 学内共同研究（主に学内、研究所）

	代表者氏名	分担者、連携者、協力者名	採択年度	事業年数	総額（万円）	B-9-1 代表者	B-9-2 分担者
題目・テーマ							
#01							
#02							
#03							
#04							
#05							

B-10 学会員（研究会、講演会参加を除く）

所属学会等	日本学術会議 会則第36条該当	名称等
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※学会活動については「0領域（地域・社会貢献）」へ

C-3 学会以外の研究会、研修会、講習会、講座開催等（他大学の非常勤講師は含まない）

役職・名称	機関・主催団体 主体役割等	参加人数（概数）
#01		
#02		
#03		
#04		
#05		

C-4 講演（実演、実技も含む）

題目	学会・機関・企業等の主催の団体名	参加人数（概数）	C-4-1 国際機関・政府機関・国内学会（基調講演）：〈活動概要〉	C-4-2 一般講演（自治体、財団法人、団体、企業主催等）：〈活動概要〉	C-4-3 大学・総合研究所等が主催する市民向け公開講座など
#01					
#02					
#03					
#04					
#05					

C-5 シンポジウム・パネルディスカッション・座長等（コーディネーターも含む）

	*開催地・会場・月日を含む。	C-5-1 国際機関・政府機関・国内学会：〈活動概要〉	C-5-2 自治体、財団法人、研究団体、企業主催：〈活動概要〉	C-5-3
#01				
#02				
#03				
#04				
#05				

C-6 メディア

*開催地・会場・月日を含む。	番組名・タイトル名	報道関係者名	メディア種別	C-6-1 全国放送・特番・全国紙特番、ラジオ特番：〈概要〉	C-6-2 地方放送・特番・地方紙特番、ラジオ特番：〈概要〉	C-6-3 全国版テレビ・新聞等のニュース、雑誌対談：〈概要〉	C-6-4 地方版テレビ・新聞・ラジオ・ニュース：〈概要〉	C-6-5 ホームページの公開（本学サーバー利用のURL）	C-6-6 大学広報（「国技百景」などの連携）
#01									
#02									
#03									
#04									
#05									
#06									
#07									
#08									
#09									

C-7 大学間連携（大学コンソーシアム石川なども含む）

[illegible][illegible]

C-8 地域連携

[illegible]

C-9 その他 (C-1～C-8に当てはまらないC領域 (地域・社会貢献) 事項の追加)

該当項目に即した内容説明
#01
#02
#03
#04
#05
#06
#07
#08
#09
#10
#11
#12

D 領域「大学行政・管理運営」
D-1 役職

			D-1-1 学長	D-1-2 副学長	D-1-3 経済学部 学部長、人間 科学部長、人文 学部長、大学院研 究科長	D-1-4 各学科 学部長、各部 門長、図書館長、 研究所長、各 センター長	D-1-5 学生会・ゼミ の構成委員
	役職	役職・ 部会等 の名称					
#01							
#02							
#03							
#04							
#05							

D-2 委員会・プロジェクト活動(理事會・學長・學部委員長の含む)

			D-2-1	D-2-2	D-2-3
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名 称	役割 (代表・構成 員種別)	各小委員会、プロ ジェクト等の代 表：(活動概要)	各小委員会、プロ ジェクト等の代 表：(活動概要)	入試委 員・就職 等：(活 動概要)
#01				
#02				
#03				
#04				
#05				

D－3 入試関係業務

名 称			D-3-1	D-3-2	D-3-3	時間
名 称	科目・業 務内容	回数	問題作成 委員：科 目・領域 の名称 (学部・ 院)	試験監督	面接委員	
#01						
#02						
#03						
#04						
#05						

D－4 稲友会・県人会活動（同窓会を含む）

	*行事への参加のみ含む。			
名 称	役 割	回 数	時間	
#01				
#02				
#03				
#04				
#05				

D－5 学生募集活動（教員・保護者対象、大学院説明会も含む）

名 称	〈活動概 要〉 会 場 月日 時間の記 載を含む	回数	時間
#01			
#02			
#03			
#04			
#05			

D－6 学生の就職活動支援（6－1 企業訪問、6－2 就職説明会、保護者懇談会も含む）

名 称	〈活動概 要〉 会 場 月日 時間の記 載を含む	回数	時間
#01			
#02			
#03			
#04			
#05			

D－7 出前講座（高校生対象）

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金沢星稜大学 人文学研究

2024年1月 第8巻第1号

*Kanazawa Seiryō University
Bulletin of the Humanities*

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金沢星稜大学学会人文学部会

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学校法人稲置学園広報規程

(目 的)

第1条 広報は、「地域及びステークホルダーとの対話」であり、「学校法人稲置学園及び各設置校の情報発信」や「不祥事件や風評リスク等への緊急対応」等の有効手段として戦略的に活用しなければならない。この規程は、学校法人稲置学園（以下「法人」という。）における広報体制を確立し、広報活動を有効かつ適切に行うことにより、広く法人及び設置校の活動を知らしめ、社会的説明責任を果たすことを目的に定めるものとする。

(広報活動の定義)

第2条 この規程における「広報活動」とは、地域及びステークホルダーからの意向や期待を的確に把握し、法人の「建学の精神」及び「教育理念」並びに「経営方針」を適切に発信することにより、理解と信頼を高めるための活動をいう。

法人が広報活動として定める業務は、以下のとおりとする。但し、大学における学術研究の公表に係るものを除くものとする。

- (1) 法人及び設置校の教育理念や活動方針等の公表
- (2) 法人及び設置校の行事及び重要事項の公表
- (3) 法令及び本学で定める情報の開示
- (4) 報道機関の取材対応及び記者会見の開催
- (5) 法人及び設置校における各種情報誌の発行及びWEBを利用した情報公開
- (6) その他、法人及び設置校における教育活動や経営に重要な影響を及ぼす事項の公表

(広報統括部署)

第3条 広報活動の統括部署は経営管理部危機管理室とし、危機管理室長を広報統括責任者とする。また、広報活動に係る担当部署を経営管理部危機管理室広報課とする。

(広報責任者・担当者)

第4条 広報活動を円滑に行うため、法人本部各部署及び設置校に広報責任者及び広報担当者をおく。

- 2 法人及び設置校の広報責任者は部局長とし、広報担当者は課長とする。なお、当該担当者に相当する役職が不在の場合は、部局長が当該担当者に相応しい者を指名することができるものとする。
- 3 広報責任者及び広報担当者は、所属する部局及び設置校の教育活動、各種業務を円滑に運営・推進するため、法人が定める「情報の公開及び開示に関する規程」並びに「情報セキュリティ基本方針」及び「個人情報の保護に関する規程」、その他各種法令等を遵守し、広報内容の適切性及び情報管理の適正性を確保しなければならない。

(広報責任者会議)

第5条 広報統括責任者は、広報活動の企画・運営についての協議を行うため、定期的に広報責任者会議を開催することができる。

- 2 前項の会議における議長は、広報統括責任者とし、構成員は以下のものをもって組織する。
なお、議長に事故があるときは、あらかじめ指名した構成員がその職務を代行する。

(1) 広報責任者

- (2) 危機管理室副室長
- (3) その他、議長が指名する者

3 広報責任者会議は、次の事項に関する協議等を行う。

- (1) 広報活動の状況把握及び推進・管理並びに課題に関する事項
 - (2) 広報戦略に関する事項
 - (3) 広報活動の年間実施計画に係る企画・立案等に関する事項
 - (4) 広報活動に係る法人及び設置校間の連絡・調整に関する事
 - (5) その他、広報に関する重要事項
- (広報業務の工程)

第6条 広報責任者は、第2条に定める広報活動を行う際、予め別紙に定める「広報届出・申請書」及び当該付属資料を経営管理部危機管理室広報課に届出・申請しなければならない。

2 広報統括責任者は、「広報届出・申請書」及び当該付属資料について、その内容や方法の適切性を検証するとともに、次の事項に該当しない内容であることを確認し、届出・申請内容を承認する。

- (1) 法令等に違反するもの又はそのおそれのあるもの
- (2) 公序良俗に反するもの又はそのおそれのあるもの
- (3) 基本的人権を侵害するもの又はそのおそれのあるもの
- (4) 政治性、宗教性のあるもの又はそのおそれのあるもの
- (5) 虚偽の内容若しくは事実と異なる内容のもの又は事実を誤認するおそれのあるもの
- (6) 学園の教育理念である建学の精神に反するもの又はそのおそれのあるもの

3 「広報届出・申請書」の承認権限者は、別表の「広報権限（運用細則）」による。

(広報の方法及び媒体)

第7条 広報活動を行うにあたり、次に掲げるもののうちから、広報の内容に適った媒体や方法を選択することとする。

- (1) 記者会見
- (2) 記者クラブ等へのニュースリリース
- (3) 報道機関の取材
- (4) 学園及び設置校の情報誌またはそれに相当する紙媒体
- (5) ホームページ等WEBを活用した媒体及び電磁的記録媒体
- (6) 新聞、雑誌、テレビ、ラジオ等の媒体
- (7) 講演会、シンポジウム等の各種イベント
- (8) その他、有効な媒体

(その他)

第8条 この規程に定めるほか、広報活動に係る必要な事項や事象が発生した場合は、広報統括部署に速やかに報告するものとし、広報統括部署は必要に応じて常務理事会に届出・申請するものとする。

(規程の改廃)

第9条 この規程の改廃は、学園経営協議会の協議を経て、経営管理担当理事が行うものとする。

付 則

この規程は、令和3年4月22日に制定し、令和3年5月1日に施行する。

付 則

この規程は、令和４年１月13日に広報活動の定義、広報権限（運用細則）について改正し、令和４年１月13日から施行する。

付 則

この規程は、令和４年12月８日に事務組織変更に伴い一部改正し、令和４年４月１日に遡り施行する。

付 則

この規程は、令和６年３月29日に事務組織変更及び会議体再編に伴い一部改正し、令和６年４月１日から施行する。

[広報届出・申請書](#)

[広報権限（運用細則）](#)

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金沢星稜大学キャリアセンター規程

(名 称)

第1条 このセンターは、金沢星稜大学キャリアセンター（以下「センター」という。）と称し、金沢星稜大学及び金沢星稜大学女子短期大学部合同で設置する。

(目 的)

第2条 センターは、学校法人稲置学園の建学の精神である「誠実にして社会に役立つ人間の育成」に基づき、本学のキャリア教育について企画・立案するとともに、学生の就職活動等に対し、必要な教育及び指導助言等を行うことにより、本学におけるキャリア教育の推進に寄与することを目的とする。

(事 業)

第3条 センターは、前条の目的を達成するため次の事業を行う。

- (1) キャリア教育に関すること
- (2) 進路支援室の運営に関すること
- (3) エクステンション室の運営に関すること
- (4) その他センターの目的達成に必要な事業

(構 成)

第4条 センターは、センター長、センター員及び事務職員をもって構成する。

2 センター長が必要と認めたときは、進路支援室長及びエクステンション室長を置くことができる。

(センター長)

第5条 センター長は、大学または短期大学部専任教育職員の教授のうちから、理事長が任命する。

2 センター長は、センターの業務を統括し、センターを代表する。

(センター員)

第6条 センター員は、次の各号に掲げる者とする。

- (1) 大学及び短期大学部の教育職員
- (2) その他大学または短期大学部の学長が必要と認めた者

(事務職員)

第7条 センターの事務は、進路支援課及びエクステンション課職員が行う。

(管 理)

第8条 センターの業務は、協議会で管理する。

2 センターに関する協議会の任務は次のとおりとする。

- (1) 組織に関する事項
- (2) 予算案に関する事項
- (3) 人事案に関する事項
- (4) その他センターに関する重要事項

(運営委員会)

第9条 センターに、業務を円滑に運営するためセンター運営委員会（以下「運営委員会」という。）を置く。

2 運営委員会は、次に掲げる構成員をもって組織する。

（1）センター長

（2）センター員

（3）その他センター長が必要と認めた者

3 運営委員会は、センター長が招集し、その議長となる。

4 運営委員会は、委員の過半数の出席で成立し、議事は、出席者の過半数で決する。

（規程の改廃）

第10条 この規程の改廃は、協議会の議を経て、理事長が行う。

付 則

この規程は平成26年3月24日に制定し、平成26年4月1日から施行する。

付 則

この規程は、平成27年12月16日に事業、構成及び事務職員について一部改正し、平成28年4月1日より施行する。

大学3年次（2025年3月卒業見込み者）対象 2023年度進路・就職ガイダンス等の予定一覧

現時点での日程、場所などを記載してあります。確定した日程や場所の変更などは、ほしなびやアクティブメールでお知らせします

- ・遅刻者は基本入室できません。やむを得ない場合や申込制ガイダンスの欠席は、事前に連絡をしてください。
- ・やむを得ず欠席し、当日の資料閲覧を希望する場合は、ガイダンスの翌週の火曜までは進路支援課にて可能です。
- ・オンライン(Zoom)で実施の場合、カメラオンで実施しています。

資料16

日 程				内 容	備 考	場 所
第1回	4/19	水	4限	就職活動全体スケジュール 夏のインターンシップについて	協力:マイナビ ※就活手帳配付	A11
			5限	就職活動全体スケジュール 夏のインターンシップについて	協力:マイナビ ※就活手帳配付	A21
第2回	5/10	水	5限	業界理解と企業の選び方、インターン合説について	協力:ディスコ ※業界MAP配付	稲置講堂
第3回	5/24	水	5限	インターンシップのエントリーシート①(軸と志望動機について)	協力:リクルート	オンライン
第4回	6/14	水	5限	インターンシップのエントリーシート②(自己PR・学チカ)	協力:マイナビ	オンライン
第5回	6/21	水	5限	★民間・公務員・教員・進学含む 進路ガイダンス	※マナー本進呈、進路登録カード配布(※7/26までに提出)	稲置講堂
6/22(木)～7/26(水)				進路登録カードを進路支援課カウンターへ提出(2025年3月卒業予定者全員) ※第6回7/19(水)・第7回7/26(水)就職ガイダンス時に持参提出も可		
Web 模試①	7/5～7/18	-		夏休み前: Webテスト① (マイナビ「第3回全国一斉WEB模擬テスト」)	「マイナビ2025」各自会員登録後、専用URLにて受験	各自で
第6回	7/19	水	16:20～18:20	★民間・公務員・教員 SPIテスト(性格検査を含む) マークシート	HBえんぴつ、消しゴム持参 ※申込・受験者にテキスト2冊進呈	後日案内
第7回	7/26	水	5限	★インターンシップ・実習事前研修・グループディスカッションのコツ	協力:マイナビ	稲置講堂
7/20(木)以降				相談・添削・模擬面接(進路登録カード提出後、希望者随時)		
MS講座	8/8～8/10			■ MOONSHOT講座	外部講師	後日案内
Web 模試②	9/6～9/19	-		夏休み後: Webテスト② (マイナビ「第4回全国一斉WEB模擬テスト」)	「マイナビ2025」各自会員登録後、受験	各自で
第8回	9/27	水	5限	秋から就活とどう向き合うか・4年生就活体験談・質問会	8/24木ほしなびより申込開始 協力:4年次	オンライン
第9回	10/11	水	5限	★SPI性格検査結果解説・自己分析① 強みと弱みの捉え方、伝え方	協力:リクルート	オンライン
第10回	10/18	水	5限	深掘り対策・自己分析② マインドマップでエピソードと強みの整理		A41orA11
第11回	10/25	水	16:20～18:30	【男子】ビジネスマナー(身だしなみ編) ヘアスタイル・スーツの着こなし等	講師:洋服の青山、美容室alamhair スーツ着用	A41
	11/8	水	16:20～18:30	【女子】ビジネスマナー(身だしなみ編) メイクアップ・ヘアスタイル	美容室alamhair スーツ着用	A11
Web 模試③	11/10～11/20	-		Webテスト③ (キャリアタス模試「玉手箱形式問題」)	「キャリアタス就活」各自会員登録後、受験	各自で
写真撮影	11/16	木	8:50～18:00	■【男子】履歴書写真撮影会 (カメラ岡村様・美容室alamhairによる)	10/18(水)よりカウンターにて申込:民間就活学生対象、スーツ着用	C31～C33
写真撮影	11/17	金	8:50～18:00	■【男女】履歴書写真撮影会 (カメラ岡村様・美容室alamhairによる)	10/18(水)よりカウンターにて申込:民間就活学生対象、スーツ着用	C31～C33
写真撮影	11/22	水	8:50～18:00	■【女子】履歴書写真撮影会 (カメラ岡村様・美容室alamhairによる)	10/18(水)よりカウンターにて申込:民間就活学生対象、スーツ着用	C31～C33
メンタイコ 合宿A	11/25	土	9:00～19:30	■メンタイコ通学(A日程) (面接対策自己分析:履歴書・ES頻出内容の対策・ブラッシュアップ)	10/18(木)～ほしなびより申込 定員あり先着順	石川県青少年 総合研修センター
メンタイコ 合宿B	11/26	日	9:00～19:30	■メンタイコ通学(B日程) (面接対策自己分析履歴書・ES頻出内容の対策・ブラッシュアップ)	10/18(木)～ほしなびより申込 定員あり先着順	石川県青少年 総合研修センター
第12回	12/6	水	5限	★ビジネスマナー ～面接立ち振る舞い実践講座～	講師:岡田先生(外部講師)、スーツ着用	稲置講堂
業研①	12/10	日	8:50～13:00	学内業界研究会①	各教室で、企業からの説明有り リクルートスタイル	対面(教室は 後日案内)
第13回	12/13	水	5限	書ける! 志望動機 基礎と応用		オンライン
面接 対策A	12/16	土	9:00～19:30	■面接対策集中講座(A日程) 日帰り (集団面接・個人面接対策・実践)	11/16(木)～ほしなびより申込 定員あり先着順、スーツ着用	石川県青少年 総合研修センター
面接 対策B	12/17	日	9:00～19:30	■面接対策集中講座(B日程) 日帰り (集団面接・個人面接対策・実践)	11/16(木)～ほしなびより申込 定員あり先着順、スーツ着用	石川県青少年 総合研修センター
第14回	1/17	水	5限	ビジネスマナー ～社会人としてのメール・電話対応について～	協力:リクルート	オンライン
第15回 業研②	2/14	水	終日	就活情報解禁直前ガイダンス・学内業界研究会②	協力:マイナビ・リクルート 午後:リクルートスタイルで参加	対面(教室は 後日案内)
業研③	2/20	火	終日	学内業界研究会③	リクルートスタイルで参加(業界研究会=各企業からの説明あり)	オンライン
業研④	2/21	水	終日	学内業界研究会④	リクルートスタイルで参加(業界研究会=各企業からの説明あり)	オンライン
業研⑤	2/22	木	終日	学内業界研究会⑤	リクルートスタイルで参加(業界研究会=各企業からの説明あり)	オンライン
	4月上旬	-	後日案内	4月からの動き方、最終面接対策	就活状況により、複数日実施する可能性あり	後日案内
	5月中旬	-	後日案内	4年生向け就職ガイダンス、夏からの動き方	就活状況により、複数日実施する可能性あり。就活継続中の学生は参加必須	後日案内

■網掛けのものは、参加費用が発生するものです。(費用等の詳細は後日案内)

★朱書きのものは、公務員志望の学生も出席を推奨します。