

1-3. Disciplinary Policy Regarding Student Misconduct

Misconduct in Academic Activities

'Misconduct during an examination' refers to any behavior considered improper for a graduate student under instruction at GRIPS, such as using materials prohibited at a test site, including cheat notes constructed by the student; prohibited devices; or the answer sheets of another.

Misconduct in the context of a research paper refers to plagiarism (the unattributed use of a source of information when that information is not considered common knowledge); intentional falsification of analytical results and/or research data; and other such unethical behaviors.

Misconduct in Non-Academic Activities

'Misconduct in non-academic activities' refers to any conduct that would disrupt the good order of the university, or any behavior unsuitable for a student under instruction.

Penalties

In accordance with Article 56 of the School Regulations, disciplinary action taken with regard to students found guilty of misconduct may include a reprimand, or suspension or expulsion from the university. Suspension may be of two types, either for a period of one week to three months, or for a period of six months. The date on which the disciplinary action goes into effect shall in principle be the same date on which the notice of said action is issued.

Treatment of Academic Misconduct

1. In the event of a reprimand, the student's enrollment in the relevant course shall be annulled.
2. In the event of a suspension, the student's enrollment in the relevant course shall be annulled, and, depending on the severity of the case, the student's enrollment in all courses in the term in which the misconduct occurred, or in the relevant school year, may also be annulled.
3. During the period of suspension, the student shall not be allowed to register for courses, attend classes, or take exams.

Treatment of Non-academic Misconduct

This shall be decided on a case-by-case basis.

Disciplinary Procedures

Disciplinary action for students suspected of misconduct shall be determined and executed as follows:

1. In the case of misconduct relating to academic activities, the faculty member in charge of the relevant course shall report the details of the misconduct to the Dean of the Graduate School. In the case of misconduct in non-academic activities, the faculty/staff with knowledge of the details of the offense shall report the details to the Dean of the Graduate School.

1. Important Information for Academic Life

2. The Dean of the Graduate School shall report the details of the incident to the University President and shall convene an investigative committee composed of the Dean of the Graduate School (committee chair), the Vice-President for Academic Affairs, the Program Director, the instructor of the relevant course, and others as deemed necessary.
3. The investigative committee shall consider the facts relevant to the case, develop a proposal for the penalty, and submit the proposal to the University President.
4. The University President shall receive the aforementioned proposal from the investigative committee, develop a proposal for final disposition, and present it for deliberation at the Academic Council, in the course of which the results shall be finalized.
5. The University President shall notify the relevant student regarding the content of the disciplinary action.
6. In the event that the student files an objection regarding the decision, the University President shall have the investigative committee engage in further consideration of the matter. The investigative committee shall take into consideration the content of the student's objection, and report the results of its investigation to the University President.
7. In the event of a change in the content of the penalty proposal, the revised proposal shall once again be placed before the Academic Council, and upon deliberation, the proposal shall be finalized.
8. Disciplinary action in response to student misconduct, including details regarding the misconduct and the penalty, shall be publicized within the University. The publicized information will omit the student's name and school identification number.