

○ Kobe University Graduate School of Business Administration Rules

(Established on April 1, 2004)

Revised on: March 31, 2005, January 8, 2006,
March 31, 2006, March 30, 2007,
February 20, 2008, October 10, 2008,
February 18, 2009, August 12, 2010,
March 31, 2011, March 21, 2012,
March 27, 2013, March 26, 2014,
and June 26, 2014

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Chapter 1 General Provisions

(Purpose)

Article 1 These rules stipulate necessary matters pertaining to the Kobe University Graduate School of Business Administration (hereinafter referred to as the “Graduate School”), in accordance with the National University Corporation Kobe University General Provisions (established on April 1, 2004), and the Kobe University General Rules for Students (established on April 1, 2004; hereinafter referred to as the “General Rules”).

(Program)

Article 2 The programs offered by the Graduate School shall be a doctoral program and a professional degree program.

2 The doctoral program shall be divided into a two-year first stage program (hereinafter referred to as “first division” or “Master’s Program”) and a subsequent three-year program (hereinafter referred to as “Doctoral Program”), and the first division shall be treated as a master’s program.

3 The professional degree program shall be a professional degree program according to Article 99, Paragraph 2 of the School Education Standards (Act. No. 26 of 1947; hereinafter referred to as the “Act”).

(Educational and Research Goals)

Article 2-2 The Graduate School, as a Center of Excellence (hereinafter referred to as “COE”) for education and research on business administration, accounting and commerce, shall pursue advanced education and research activities in these disciplines.

2 The human resources development goals and other educational and research goals of each Program are respectively as follows.

(1) Master’s Program

The Master’s Program shall aim to foster graduates that have a high level of expertise in business administration, accounting and commerce, and in the fields of fundamental studies related to these disciplines, have mastery of scientific methodology that creates new scientific knowledge in specific fields of business administration, accounting and commerce, and contribute to the advancement of such fields at universities or research institutions, or in industry.

(2) Doctoral Program

The Doctoral Program shall, through its advanced research at the Graduate School as the COE for studies of business administration, accounting and commerce in Japan, aim to foster graduates that have in-depth expertise, and carry out creative research in specific fields of business administration, accounting and commerce, and eventually engage in advanced research and education in those fields at universities, research institutions, etc., play a leading role in the development of such fields, and deliver results that have global impact, thereby contributing to the advancement and development of human beings.

(3) Professional degree program

Kobe University’s MBA program (professional degree program) shall be designed to accept working people who are active in the real world, and develop human resources that play a central role in the Japanese business society using the high level of education and research capabilities of its teaching staff, with the aim of establishing a Japanese model of an MBA education program that develops business elites who have precise knowledge about the rationality and limitations of the Japanese-style management and business practices, and play active roles in the international arena based on such knowledge.

(Departments)

Article 3 The Master’s Program shall have the following department.

Department of Business Administration

2 The Doctoral Program shall have the following department.

Department of Business Administration

3 The professional degree program shall have the following department.

Department of Modern Business Administration

(Courses)

Article 4 The department of business administration in the Master’s Program shall have the following courses of study.

(1) Regular course

(2) Course of studying the Strategic Entrepreneurship and Sustainability Alliance Management Initiatives program (hereinafter referred to as the “SESAMI Program”)

2 The department of modern business administration in the professional degree program shall have the following courses.

(1) Standard course

(2) Short-term course

3 In the Master's Program, if a student wishes to change his or her course in Paragraph 1, he or she may do so after deliberation by the Faculty Council.

(Graduate School Faculty Council)

Article 5 The Graduate School shall have the Kobe University Graduate School of Business Administration Faculty Council (hereinafter referred to as the "Faculty Council").

2 Necessary matters concerning the organization and management of the Faculty Council shall be stipulated separately.

(Dean of the Graduate School)

Article 6 The Graduate School shall have a dean.

2 The dean shall oversee matters pertaining to the Graduate School.

3 The necessary matters concerning the selection of the dean shall be separately stipulated.

(Associate Dean)

Article 6-2 The Graduate School shall have an associate dean.

2 The associate dean shall assist the dean with his or her duties.

3 The necessary matters concerning the selection of the associate dean shall be separately stipulated.

(Heads of Departments)

Article 7 Each department shall have a head of department.

2 Heads of departments shall oversee matters pertaining to their respective departments.

3 Heads of departments shall be appointed for a duration of one-year.

4 The necessary matters concerning the selection of heads of departments shall be separately stipulated.

Chapter 2 Admission, Advancement and Transfer

(Master's Program and Professional Degree Program Admission Eligibility)

Article 8 Persons who fall under any of the following items may enroll in the Master's Program, or a professional degree program:

(1) Persons who have graduated from a Japanese university;

(2) Persons who have received a bachelor's degree pursuant to the provisions of Article 104, Paragraph 4 of the Act;

(3) Persons who have completed 16 years of school education abroad;

(4) Persons who have completed 16 years of school education of a school in a foreign country by taking correspondence courses provided by such foreign school in Japan;

(5) Persons who have completed a program at an educational institution in Japan that is part of the school

education system of a foreign country and has university programs of that foreign country, and that is separately designated by the Minister of Education, Culture, Sports, Science and Technology (limited to persons who have completed 16 years of school education of the foreign country);

(6) Persons who have completed a specialized program at a special training college in Japan separately designated by the Minister of Education, Culture, Sports, Science and Technology after the date determined by the Minister (limited to programs of at least four years that satisfy other standards determined by the Minister of Education, Culture, Sports, Science and Technology);

(7) Persons designated by the Minister of Education, Culture, Sports, Science and Technology (in accordance with Ministry of Education Notification No. 5 (1953));

(8) Persons who were admitted to the Kobe University Graduate School pursuant to the provisions of Article 102, Paragraph 2 of the Act and have been recognized by the Faculty Council as having sufficient scholastic ability to undertake postgraduate studies at the Graduate School; or

(9) Persons who are 22 years or older and are deemed by the Faculty Council to have scholastic ability that is at least equivalent to a university graduate, based on the results of an individual entrance qualification examination.

(Master's Program Early Admission)

Article 9 Notwithstanding the preceding paragraph, the Graduate School may decide to allow admission to the Master's Program to a person who falls under any of the following categories and who, after deliberation by the Faculty Council, is recognized as having earned the credits stipulated by the Graduate School and achieved excellent grades:

(1) Persons who have been enrolled in a university for at least three years;

(2) Persons who have completed 15 years of school education abroad;

(3) Persons who have completed 15 years of school education of a school in a foreign country by taking correspondence courses provided by such foreign school in Japan; or

(4) Persons who have completed a program at an educational institution in Japan that is part of the school education system of a foreign country and has university programs of that foreign country, and that is separately designated by the Minister of Education, Culture, Sports, Science and Technology (limited to persons who have completed 15 years of school education of that foreign country).

(Advancement)

Article 10 Persons who wish to advance to the Doctoral Program after having completed a master's program, the Master's Program or a professional degree program at the graduate schools of Kobe University (hereinafter referred to as "the University") may be permitted to do so if found to be eligible following screening.

(Doctoral Program Admission Eligibility)

Article 11 Persons who fall under any of the following items can enroll in the Doctoral Program:

(1) Persons who have obtained a master's or professional degree;

(2) Persons on whom a degree equivalent to a master's or a professional degree has been conferred in a foreign country;

(3) Persons who have completed correspondence courses provided in Japan by a foreign school and on whom a

degree equivalent to a master's or a professional degree was conferred;

(4) Persons who have completed a program at an educational institution in Japan that is part of the school education system of a foreign country and has graduate school courses of that foreign country, and that is separately designated by the Minister of Education, Culture, Sports, Science and Technology, and on whom a degree equivalent to a master's or a professional degree was conferred;

(5) Persons who have completed a graduate program at United Nations University, which is the university founded based on a United Nations General Assembly resolution dated December 11, 1972 as stipulated in Article 1, Paragraph 2 of the Act on Special Measures Incidental to Enforcement of the Agreement between the United Nations and Japan regarding the Headquarters of the United Nations University (Act No. 72 of 1976), resulting in the conferral of a degree equivalent to a master's degree;

(6) Persons who, having completed an educational program at a foreign school, a designated academic institution as described in Item 4 above or United Nations University, have passed an examination or screening equivalent to those set forth in Article 16-2 of the Standards for the Establishment of Graduate Schools (Ministry of Education Ordinance No. 28 of 1974) and have been recognized as having scholastic ability that is at least equivalent to that of someone with a master's degree;

(7) Persons designated by the Minister of Education, Culture, Sports, Science and Technology (in accordance with Ministry of Education Notification No. 118 (1989)); or

(8) Persons who are 24 years old and are deemed to have scholastic ability that is at least equivalent to someone with a master's degree or professional degree based on the results of an individual entrance qualification examination administered by the Graduate School.

(Screening Methods, etc.)

Article 12 Methods of and other matters regarding screening applicants for admission shall be stipulated by the Faculty Council separately.

Chapter 3 Methods of Instruction, etc.

(Methods of Instruction)

Article 13 Education in the Graduate School shall consist of lectures by subject and supervised research for a dissertation (hereinafter referred to as "research supervision").

2 The lectures and research supervision in the preceding paragraph may be offered at night or during other specified times or time periods.

(Subjects and the Number of Credits)

Article 14 The subjects offered by the Graduate School and the number of credits awarded for each subject are as listed in Appended Tables 1 through 3.

2 In addition to the subjects stipulated in the preceding paragraph, subjects may be established on a temporary basis; however, the treatment of such temporary subjects, the number of credits awarded to them and other matters shall be determined by the Faculty Council on a case-by-case basis.

3 Subjects offered shall be announced publicly in the beginning of each academic year.

(Research Supervision)

Article 15 Students shall apply for designation of research supervisors under whom they wish to study at the beginning of the Master's Program, the Doctoral Program, and a professional degree program, and obtain approval of the Faculty Council.

2 The research supervisors designated pursuant to the preceding paragraph shall not be changed, in principle, in the middle of the Master's Program, the Doctoral Program, or a professional degree program.

3 Notwithstanding the provisions of the preceding two paragraphs, necessary matters concerning the research supervision for students enrolled in the SESAMI Program in the Master's Program shall be stipulated separately.

(Removal from Research Supervision)

Article 16 Research supervisors may, with the approval of the dean, cease to provide research supervision to a student if the student is deemed to be inadequate to receive such research supervision.

(Standards for Calculating the Number of Credits)

Article 17 One credit shall be granted in the Graduate School for 15 hours of class consisting of one hour per week for 15 weeks: provided, however, that regarding the subjects listed in Appended Table 2, one credit shall be granted for 2 hours of class per week for 15 weeks.

2 The number of credits for class offered by another graduate school shall be calculated in accordance with the rules of the graduate school concerned.

3 The number of credits for class offered by a graduate school of another university (including foreign universities; hereinafter the same shall apply.) shall be calculated in accordance with the rules of the university concerned.

Chapter 4 Enrolment Methods

(Enrolment in Subjects)

Article 18 Students enrolled in the regular course of the Master's Program shall earn at least 30 credits for the subjects chosen from among those stipulated in Article 14 with the approval of their research supervisors as specified in the following items.

(1) Seminars: 12 credits

(2) Subjects excluding those offered in seminar form: 18 credits or more

2 Students enrolled in the SESAMI Program of the Master's Program shall earn at least 30 credits for the subjects chosen from among those stipulated in Article 14 with the approval of their research supervisors as specified in the following items.

(1) Project research: 4 credits

(2) SESAMI seminars: 8 credits

(3) Subjects excluding those offered in the form of project research or SESAMI seminars: 18 credits or more

3 Students enrolled in a professional degree program shall earn at least 34 credits for the subjects chosen from among those stipulated in Article 14 with the approval of their research supervisors as specified in the following items.

(1) Seminars on modern business administration: 8 credits

(2) Subjects excluding those categorized as seminars on modern business administration: 26 credits or more

4 Students in the Doctoral Program shall earn one credit in thesis writing seminars, one credit in the second thesis workshops, and 8 credits in seminars with the approval of their research supervisors.

5 Students may enroll in subjects offered in other courses at the Graduate School, or subjects offered by another graduate school with the approval of their research supervisors. In this case, credits earned in other courses at the Graduate School or in another graduate school may be included in the number of credits specified in Paragraph 1 Item (2), Paragraph 2 Item (3), or Paragraph 3 Item (2).

(Enrollment in Subjects at Another Graduate School Outside the University)

Article 18-2 Students may, take subjects at a graduate school of another university (including foreign universities) with whom the Graduate School has signed a cooperative agreement after receiving the approval of their research supervisors.

2 Notwithstanding the provisions of the preceding paragraph, when unavoidable circumstances arise, students may take subjects at a graduate school of a foreign university with whom the Graduate School has not signed any cooperative agreement after receiving the approval of the Faculty Council.

3 Regarding credits earned for subjects pursuant to the provisions of the preceding 2 paragraphs, up to 10 credits may be approved as credits as stipulated in the preceding Article, Paragraph 1, Paragraph 2 or Paragraph 4, and up to 15 credits may be approved as credits as stipulated in the preceding Article, Paragraph 3, respectively.

(Handling of Credits Earned for Subjects Taken at Foreign Graduate Schools while on Leave of Absence)

Article 18-3 Credits earned by a student for subjects taken at a graduate school of a foreign university with whom the Graduate School has signed a cooperative agreement while on leave of absence under the approval of the Faculty Council may be treated as credits earned at the Graduate School.

2 Notwithstanding the provisions of the preceding paragraph, when unavoidable circumstances arise, credits earned by a student for subjects taken at a graduate school of a foreign university with whom the Graduate School has not signed any cooperative agreement while on leave of absence may be treated as credits earned at the Graduate School after receiving the approval by the Faculty Council.

3 Out of those credits that can be treated as earned at the Graduate School pursuant to the provisions of the preceding two paragraphs, up to 10 credits in total with those credits approved as earned at the Graduate School pursuant to the preceding Article, Paragraph 3 may be approved as credits as stipulated in Article 18, Paragraph 1, Paragraph 2 or Paragraph 4, and up to 15 credits in total with those credits approved as earned at the Graduate School pursuant to the preceding Article, Paragraph 3 may be approved as credits as stipulated in Article 18, Paragraph 3, respectively.

(Approval of Credits Acquired Prior to Admission)

Article 19 In accordance with the stipulations in Article 75 of the General Rules for Students, the approval of credits earned prior to admission shall be determined after deliberation by the Faculty Council.

2 Persons who wish to have previously earned credits approved must submit the necessary documents to the dean by the designated date.

3 Regarding the approval of credits pursuant to the provisions of Paragraph 1, out of those credits earned outside

of the University, excluding cases of transfer and readmission, no more than 10 credits may be approved as credits as stipulated in Article 18, Paragraph 1, Paragraph 2 or Paragraph 4, and no more than 15 credits in total with those credits approved as having been earned at the Graduate School pursuant to Article 18-2, Paragraph 3, and the preceding Article, Paragraphs 1 and 2 may be approved as credits as stipulated in Article 18, Paragraph 3, respectively.

(Research Supervision at Other Graduate Schools Outside of the University)

Article 20 With the approval of the Faculty Council, a student may be permitted to receive research supervision at a graduate school or research institution at another university (including a foreign research institution) with whom the Graduate School has signed a cooperative agreement; however the period for which Master's Program students can receive said research supervision shall not exceed one year.

(Enrolment Procedures)

Article 21 Students shall submit an application for enrolment in subjects by the designated date, and obtain the approval of the dean.

2 Enrolment in subjects offered by another graduate school of the University or a graduate school of another university shall require the permission of the dean or other responsible person of the graduate school concerned through the dean of the Graduate School.

(Professional Degree Program Subject Registration Limits)

Article 22 The upper limit of the number of subject registration as stipulated in Article 73 of the General Rules shall be 50 credits.

Chapter 5 Examinations

(Approval of Credits)

Article 23 Students who have completed a subject and passed the examination at the end of the semester when all classes in the subject have finished shall be granted the prescribed number of credits; provided, however, that seminars in the Doctoral Program shall be governed by separate provisions.

2 Examination[s] may be in the form of research reports, written examinations or oral examinations, etc.

(Dissertation Screenings and Final Examinations)

Article 24 Dissertation screenings and final examinations shall be governed by the Kobe University Degree Regulations (established on April 1, 2004), and the Graduate School of Business Administration Bylaws to the Kobe University Degree Regulations (established on April 1, 2004).

(Criteria for Academic Evaluation)

Article 24-2 The criteria for evaluating academic performance set forth in Article 73-2 of the General Rules shall be stipulated separately.

Chapter 6 Completion of Programs, and Degrees

(Master's Program Completion Requirements)

Article 25 Students who have remained enrolled in the regular course of the Master's Program for at least two years, who have earned at least 30 credits in accordance with the provisions of Appended Table 4, and who have passed the master's thesis screening and final examination having received the necessary research supervision shall be deemed to have completed the program.; However, a student who is deemed by the Faculty Council to have demonstrated excellence in their academic work may be permitted to complete the Master's Program after at least one year of study.

2 Students who have remained enrolled in the SESAMI Program of the Master's Program for at least two years, who have earned at least 30 credits in accordance with the provisions of Appended Table 5, and who have passed the master's thesis screening and final examination having received the necessary research supervision shall be deemed to have completed the program. However, a student who is deemed by the Faculty Council to have demonstrated excellence in their academic work may be permitted to complete the Master's Program after at least one year of study.

(Professional Degree Program Completion Requirements)

Article 26 Students who have remained enrolled in the professional degree program for at least two years and who have earned at least 34 credits pursuant to the provisions of Appended Table 6, and who have passed the professional degree program thesis screening and final examination having received the necessary research supervision shall be deemed to have completed the program.

2 Notwithstanding the provisions of the preceding paragraph, a student in the short-term professional degree program may be permitted to complete the program after at least one year and 6 months of study.

(Graduate Program Completion Requirements)

Article 27 Students who have remained enrolled in the Doctoral Program for at least three years after the completion of a master's program, the Master's Program or the professional degree program, who have earned 10 credits pursuant to the provisions of Appended Table 7, and who have passed the doctoral dissertation screening and final examination having received the necessary research supervision shall be deemed to have completed the graduate program. However, a student who is deemed by the Faculty Council to have achieved exemplary research results may be permitted to graduate after one year of study in the Doctoral Program (or a total of three years for a student who has completed a master's program, the Master's Program or a professional degree program within two years).

(Conferral of Degrees)

Article 28 Master's degrees will be conferred on persons who have completed the Master's Program.

2 Doctoral degrees will be conferred on persons who have completed the graduate program.

3 Professional degrees will be conferred on persons who have completed a professional degree program.

4 When conferring the degrees listed in the preceding three paragraphs, the title of the field of study will be indicated as listed below.

Business Administration, or

Commerce (or Business Administration in the case of the professional degree)

Chapter 7 Study Abroad and Leave of Absence

(Study Abroad)

Article 29 In accordance with the provisions of Article 18-2 or Article 20, students must obtain permission from the dean when they wish to study at a foreign graduate school or research institution.

2 The period of study abroad set forth in the preceding paragraph will be included in the standard period of enrollment.

(Leave of Absence)

Article 30 A student who intends to take a leave from the university exceeding three months, due to an illness or other reasons may do so with the permission of the dean.

2 The period of leave of absence taken under the preceding paragraph shall be set no more than one year; however, the dean may allow an extension of the period of leave of absence of up to one year if special circumstances are deemed to exist. The same shall apply to students who would like another extension upon the conclusion of said period of extension.

3 The cumulative leave of absence period may not exceed two years for students in the Master's Program and the professional degree program, or three years for students in the Doctoral Program.

4 The period of leave of absence shall not be included in the number of years enrolled.

Chapter 8 Research Students, Special Auditors, Special Research Students, and Non-degree Students

(Research Students)

Article 31 Matters concerning research students shall be stipulated separately.

(Special Auditors)

Article 32 A student of a graduate school of another university with whom the Graduate School has signed a cooperative agreement is eligible to apply for enrollment as a special auditor.

2 A person seeking enrollment as a special auditor shall submit a request to the dean through the prescribed procedures.

3 Enrollment as a special auditor shall be permitted in the beginning of a semester; provided, however, that this shall not apply when the Faculty Council finds special reasons.

4 Regarding examinations for subjects taken by special auditors, the provisions of Article 23 shall apply mutatis mutandis; provided, however, that this shall not apply when the Faculty Council finds special reasons.

(Special Research Students)

Article 33 A student of a graduate school of another university with whom the Graduate School has signed a cooperative agreement is eligible to apply for enrollment as a special research student.

2 A person seeking enrollment as a special research student shall submit a request to the dean through the prescribed procedures.

(Non-degree Students)

Article 34 Matters concerning non-degree students shall be stipulated separately.

Chapter 9 Auxiliary Provisions

(Auxiliary Provisions)

Article 35 In addition to the stipulations in these rules, any other necessary matters shall be stipulated by the Faculty Council.

Supplementary Provisions

1 These rules shall come into effect on April 1, 2004.

2 With regard to persons enrolled upon enforcement of these rules, notwithstanding the revised provisions of the Kobe University Graduate School of Business Administration Rules (hereinafter referred to as “the new rules”), the Kobe University Graduate School of Business Administration Rules in force prior to their abolishment pursuant to the provisions of Article 2 of the Regulations of the Abolishment of the Kobe University General Provisions, etc. (established on April 1, 2004) (hereinafter referred to as “the old rules”) shall remain in effect.

3 Notwithstanding the provisions of Article 3, Paragraph 1 of the new rules, the Master’s Program of the department of modern business administration established pursuant to the old rules shall continue to exist as long as any of the students enrolled in said Program as of March 31, 2004 remains enrolled.

Supplementary Provisions (March 31, 2005)

1 These rules shall come into effect on April 1, 2005.

2 With regard to persons enrolled upon enforcement of these rules, the previous rules shall remain applicable, regardless of the revised provisions of Appended Table 1.

Supplementary Provisions (January 8, 2006)

These rules shall come into effect on January 18, 2006, but the stipulations in the revised Kobe University Graduate School of Business Administration Rules shall apply from December 1, 2005; however, the stipulations in the revised Article 8, Item 2 shall apply from October 1, 2005.

Supplementary Provisions (March 31, 2006)

1 These rules shall come into effect on April 1, 2006.

2 With regard to persons enrolled upon enforcement of these rules, the previous rules shall remain applicable, regardless of the revised provisions of Article 18.

Supplementary Provisions (March 30, 2007)

These rules shall come into effect on April 1, 2007.

Supplementary Provisions (February 20, 2008)

1 These rules shall come into effect on April 1, 2008, but the stipulations in the revised Article 2 and Article 8 shall apply from December 26, 2007.

2 With regard to persons enrolled upon enforcement of these rules, the previous rules shall remain applicable,

regardless of the revised provisions of Article 18, Paragraph 2, and Appended Tables 1 and 2.

Supplementary Provisions (October 10, 2008)

1 These rules shall come into effect on April 1, 2009.

2 With regard to persons enrolled upon enforcement of these rules, the previous rules shall remain applicable, regardless of the revised provisions of the Kobe University Graduate School of Business Administration Rules.

Supplementary Provisions (February 18, 2009)

1 These rules shall come into effect on April 1, 2009.

2 With regard to persons enrolled upon enforcement of these rules, the previous rules shall remain applicable, regardless of the revised provisions of the Kobe University Graduate School of Business Administration Rules.

Supplementary Provisions (August 12, 2010)

These rules shall come into effect on April 1, 2011.

Supplementary Provisions (March 31, 2011)

1 These rules shall come into effect on April 1, 2011.

2 With regard to persons enrolled upon enforcement of these rules, the previous rules shall remain applicable, regardless of the revised provisions of Appended Table 1.

Supplementary Provisions (March 21, 2012)

1 These rules shall come into effect on April 1, 2012.

2 With regard to persons enrolled upon enforcement of these rules, the previous rules shall remain applicable, regardless of the revised provisions of Article 3, Article 18, Paragraph 3, and Appended Tables 1 and 2.

Supplementary Provisions (March 27, 2013)

1 These rules shall come into effect on April 1, 2013.

2 With regard to persons enrolled upon enforcement of these rules (herein after referred to as “enrolled students”), and persons who are readmitted in the same year at the Graduate School as an enrolled student on or after April 1, 2013, the previous rules shall remain applicable, except for the revised provisions of Articles 9 and 11.

Supplementary Provisions (March 26, 2014)

1 These rules shall come into effect on April 1, 2014.

2 With regard to persons enrolled upon enforcement of these rules, the previous rules shall remain applicable, regardless of the revised provisions of Appended Tables 2 and 3.

Supplementary Provisions (June 26, 2014)

These rules shall come into effect on June 26, 2014, but the stipulations in the revised Kobe University Graduate School of Business Administration Rules shall apply from April 1, 2014.