

\* The Japanese version is the authoritative version, and this English translation is intended for reference purposes only. Should any discrepancies or doubts arise between the two versions, the Japanese version will prevail.

## **Regulations Concerning Language Lecturers at Tokyo University of Foreign Studies**

( March 23, 2010  
Regulation No. 19 )

Amended: March 24, 2015: Regulation No. 24

### Article 1 Purposes

These Regulations provide necessary matters relating to Language Lecturers who work for the Tokyo University of Foreign Studies under the provisions of Article 3, paragraph 1, item 3 of the Working Regulations for Specified Fixed-Term Employees of Tokyo University of Foreign Studies (Regulation No. 26 of 2008; hereinafter referred to as the “Working Regulations.”).

### Article 2 Definition

Language Lecturer in principle is a person among teachers whose mother tongue is the language to be taught teachers who mainly provides language education and support for such education to students and engages in research.

### Article 3 Recruitment

- 1 Language Lecturers shall be hired in April or October in principle.
- 2 Candidates for Language Lecturers shall be selected by the President.
- 3 In the selection process, the President may consult with the Institute of Global Studies Faculty Council and the Management Board of the World Language and Society Education Centre.
- 4 The conditions of employment such as salary and contract period shall be decided by the President with reference to the opinions of the schools.

### Article 4 Determination of salary

The base salary shall be decided by the President after deliberation at the Board of Executive Directors' meetings. It shall be in accordance with the amounts provided in Appended Table 1-3 (Base salary schedule for Language Lecturers) of the Working Regulations as well as the content of services and other circumstances of such person. However, when deemed necessary by the President in particular, a base salary in excess of the pay grade stipulated in said base salary schedule, up to a maximum of 450,000 yen per month, may be paid.

### Article 5 Employment agreement

- 1 The President shall enter into an employment agreement specifying the terms and conditions of employment, etc. with a candidate for Language Lecturer.
- 2 The employment agreement shall be executed in duplicate, with both parties retaining one (1) copy each.

### Article 6 Other Matters

In addition to what is provided for in these Regulations, necessary matters shall be decided by the President through discussions with the Institute of Global Studies Faculty Council and the Management Board of the World Language and Society Education Centre.