

(Form VP-1)

CONDITIONS FOR FOREIGN VISITING PROFESSORS A TO HOSEI UNIVERSITY (Fiscal 2017)

1. The status of foreign visiting professors is decided in accordance with their previously-held status, education, research record, academic standing and other achievements, and is divided into three categories: visiting professor, visiting associate professor and visiting lecturer.
2. There are three possible terms of tenureship:
 - (1) 4 months (1 April-31 July) or 5 months (1 September-31 January)
 - (2) 1 year (1 April-31 March or 1 September-31 August)
This 1-year contract may be renewed upon review for up to 3 years.
 - (3) 3 years (3 years from 1 April or 1 September)
3. Required teaching load:
Four 90-minute lessons per week
4. In cases where extra teaching sessions are undertaken above the requirement, a stipulated supplementary allowance will be paid. Conversely, where the teaching requirements are not met, 1/4 of the basic salary will be deducted accordingly.
5. For those entering the country from abroad, round-trip economy class air fare will be granted not exceeding ¥300,000. (This will be paid in yen on production of a receipt). For those already in Japan when appointed, and who return to their country of origin within one month of completing the term of employment, provision for a one-way economy class ticket not exceeding ¥150,000 will be granted.
6. Relocation Allowance
Newly arrived visiting professors from abroad may have all or part of their relocation subsidized in Japanese yen (up to ¥300,000) if they provide a receipt of the charges. Note that any professor hired from within Japan will be allotted the subsidy *only if* relocation was necessary in the taking up of his/her responsibilities at Hosei.
7. Accommodations
If so desired, visiting professors can be referred to a furnished 1LDK apartment (1 room plus living room and dining-kitchen, up to two adults).
"Sakisaka Itsuro Memorial International Guest House, Hosei University" (1LDK)
Accommodation Fee ¥100,000 per month (includes utilities, telephone excepted).
(a 12-minute walk from Seibu-Ikebukuro Line Fujimidai Station)

Please contact your own department for more details regarding teaching obligations, etc. Furthermore, please consult the separate sheet "EXPLANATION OF SALARY CALCULATION AND DEDUCTIONS FOR VISITING PROFESSORS A" (Form VP-2) for details of salary, etc.

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