

This document is a translation of the Japanese version. In the event that any question should arise about this version, the Japanese version is the authoritative version.

## **The University of Tokyo Regulations on Donations**

The University of Tokyo Regulations No. 234; September 30, 2004  
Revised: The University of Tokyo Regulations No. 54; January 30, 2006

### **Article 1 Purpose**

The purpose of these Regulations is to stipulate necessary matters concerning donations (real estate and movables), accepted by the National University Corporation the University of Tokyo (hereinafter referred to as the “University of Tokyo”), to cover expenses for academic research activities, promotion and support activities for education and research, student scholarships and student loans.

### **Article 2 Donation of Stock and Other Assets, and Donations to the University of Tokyo Foundation**

1. Donations of stock and other assets (herein referring to stock issued by companies and other organizations, equity warrants, and equity warrant bonds; the same shall apply hereinafter) shall be governed by the provisions of the University of Tokyo Regulations on Acquisition of Stock and Other Assets through Contribution (Regulations No. 55 of January 30, 2006).
2. Donations to the University of Tokyo Foundation shall be governed by the provisions of the University of Tokyo Foundation Regulations (Regulations No. 235 of September 30, 2004). However, donation of stock and other assets to the University of Tokyo Foundation shall be governed by the provisions of the University of Tokyo Regulations on Acquisition of Stock and Other Assets through Donation.

### **Article 3 Application to Make a Donation**

1. Applications to make a donation shall be accepted in writing.
2. The application form to be used shall be specified separately.

### **Article 4 Review of Donations for Acceptance**

1. The dean or director shall have the relevant Faculty Council or donations review committee examine requirements for acceptance when a donation (not including donations of real estate) is offered to a faculty, graduate school, institute or center.
2. The Faculty Council or donations review committee shall report the result of the review described in the preceding paragraph to the relevant dean or director.

3. The Board of Directors shall review conditions on acceptance of donations offered directly to the University (including donations of real estate).

#### **Article 5 Conditions for Refusal of Donations**

Donations made with any of the following conditions cannot be accepted.

- (1) Requiring the grant of some form of profit or similar facility to the donor as compensation for the value of the donation, including the assignment of, or permission to make use of, intellectual property rights or other equivalent rights such as patents and the like, arising from the results of academic research.
- (2) Requiring that the donor be permitted to carry out an audit of the use of donations.
- (3) If acceptance of the donation would entail placing a heavy financial burden on the University of Tokyo.
- (4) If, after the initial application to make a donation, the donor requests to cancel the donation either in full or in part.
- (5) Requiring the assignment to the donor, without compensation, of property acquired by donation.
- (6) If it is determined that, other than the preceding items, there is some educational or research difficulty that indicates against acceptance.

#### **Article 6 Decision to Accept a Donation**

1. The president shall make the final decision on acceptance of donations.
2. The president shall delegate to the relevant dean or director of the University Library, university-wide center, faculty, graduate school, institute, or the University Hospital (hereinafter referred to collectively as “academic organization”) the authority to make a decision regarding acceptance of a donation (not including donations of real estate) made to a faculty or other unit of the University as stipulated in the University of Tokyo Regulations on Basic Organization (Regulations No. 1 of April 1, 2004).
3. The dean or director shall report the decision regarding the acceptance of the donation to the president.

#### **Article 7 Earmarking of Donations**

If the donor does not specify the use of a donation, the president, dean or director shall specify the use when deciding to accept the donation.

#### **Article 8 Handling of Research Support Expenses**

Donations shall include research support expenses.

#### **Article 9 Request for Payment of Donation**

When the decision to accept a donation is made, the person responsible for accounting (herein referring to a person in charge of accounting pursuant to the provision of Article 23,

paragraph 2 of the University of Tokyo Regulations on Accounting (Regulations No. 8 of April 1, 2004); the same shall apply hereinafter.) shall send the “Form for Donation Payment” separately stipulated to donors.

#### **Article 10 Procedure for Accepting Donations**

1. Donations of real estate and movables shall be accepted in their original condition. However, with regard to real estate, if a third party has registered rights or legal possession, the donation of real estate shall be accepted after the transfer of said registered rights or acquisition of said right of legal possession.
2. Donations in foreign currency shall be accepted after exchange into Japanese yen by the University of Tokyo.
3. With regard to donation of securities other than stock, after receipt, on the establishment of convertibility, such securities shall be realized promptly in cash, and accepted.

#### **Article 11 Report and Letter of Appreciation of Donation**

1. The dean or director shall report promptly acceptance of donations to the president.
2. On receipt of a donation, the president shall send a letter of appreciation and receipt which are separately stipulated. The same shall apply in the case of donations of real estate and movables.

#### **Article 12 Processing Donations**

From receipt to paying out of a donation, the donation shall be processed pursuant to the provisions of the Regulations on Accounting.

#### **Article 13 Change in Earmarked Use of a Donation**

1. If, after accomplishing the purpose for which a donation was made, there remains a small amount of the donation, the president, dean or director may change the purpose for which a donation is earmarked.
2. When an academic staff member in receipt of a research donation relocates to another research organization at another national university, the president, dean, or director may transfer the donation to the institution to which the staff member relocates, or assign another academic staff member to oversee the donation.

#### **Article 14 Prohibition of Bypassing the University of Tokyo Accounting Department**

Staff members of the University of Tokyo shall follow the procedure for donations promptly after receiving a donation to the University of Tokyo, and shall not bypass the University of Tokyo accounting department.

#### **Article 15 Other Matters**

Matters not stipulated in these Regulations shall be provided separately in each case when it is

found necessary to stipulate them.

**Supplementary Provisions**

These Regulations shall come into force on September 30, 2004, and apply from April 1, 2004. However, Article 8 of these Supplementary Provisions applies from April 1, 2005.

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These Supplementary Provisions shall come into force on January 30, 2006.