

SURVEY OF DISTANCE EDUCATION IN JAPAN

COUNTRY PROFILE

Japan is an island nation in East Asia. While her natural resources are scarce, her highly advanced technology and well trained labor force make her a leading industrial country in the world. Education is highly developed. Distance education has had a long history in Japan and its recent development is supported by the nation's highly advanced technology such as satellite, computers, and other multimedia equipment. Distance education is currently regarded as an integral part of life-long education.

Economy, Population and Demography:

A market economy. Japan is one of the most economically and technologically developed and wealthiest industrialized countries. The per capita income in 1989 was US\$ 22,600 one of the world's largest. Its economy is characterized by a typical manufacturing production and trades: importing natural resources and exporting manufactured products. The national budget for the fiscal year of 1993 is set at 70,000 billion yen (US\$ 648 billion), with a share of 7.9% in education. With the population of 120 million in 1990, Japan is a populous country within a limited area of the land. In terms of ethnicity, Japan is a very homogeneous country. The age group of 18 seeking for higher education is about 2 million. It tends to decrease for the next decades.

Language of Instruction:

Japanese.

Educational System:

Japan's educational system consists of formal and non-formal education. The formal education is 6:3:3 comprising six-year Primary education, three-year Lower secondary education, three-year Upper secondary education, and higher education. Compulsory education is nine years from primary to lower secondary education. Although upper secondary education is not compulsory, almost all graduates from lower secondary school continue to the upper secondary school. The higher education consists of technical college (three-year upper secondary education and 2 year post secondary education), two-year colleges, four-year universities, and graduate schools. There are also special training schools at the post-secondary level enrolling about one tenth of new high school graduates annually. Non-formal education attracts a great number of people due to the variety of non-formal educational programmes. Distance education is used for imparting formal and non-formal education by many educational institutions.

*Communication
Infra-structure:*

Japan has one of the most highly advanced communication infra-structure. Not only traditional ways of communication such as postal service and printing, but also nation-wide coverage of telecommunication system: radio broadcasting (both FM and AM), TV broadcasting (VHF, UHF, and satellites), computer networks, telephone, and facsimile. Almost all house-holds have the access of telephone, radio receivers, audio-cassette recorders, TV sets, and video equipment.

**OVERVIEW OF
DISTANCE
EDUCATION:**

Distance education in Japan may be dated back to the late 19th century when the correspondence education through lecture notes was developed both at the secondary and higher education levels. In 1930's, 200 kinds of correspondence lecture notes, with the number as high as 1,200,000 copies, were published and mailed to the students. Although those correspondence courses were not regarded as a part of formal education, they provided the opportunities to a large number of people to learn at distance. However, the full development of distance education did not begin until after the World War II, when the Fundamentals of Education Act and the School Education Act were enacted in 1947. Such a legal environment encouraged some high schools and higher education institutions to establish correspondence education programmes to open educational opportunity to the public at large. The most recent development of distance education was the establishment of the University of the Air in 1981 which enrolled the first group of students in 1985. This new type of higher education institution use broadcasting as a major medium to provide education supplemented by print media, schooling, and audio-visual materials.

*Factors Leading
to Establishment
of Distance
Education
Programmes:*

(1) The need to provide the equal educational opportunities to people, especially to working youth. High school and university were expected to open their doors widely by using distance education methods; (2) The demand of business and industries for the re-train of working adults so as to increase their productivity and quality of their work without the interruption; (3) The need for achieving a democratic society; and (4) Individual demands for a better and richer cultural life.

*Year of
Establishment:*

1947, with the enactment of the Fundamentals of Education Act and the School Education Act which officially approved the establishment of the correspondence education programmes. Keio University and Hosei University began offering correspondence education courses in 1947, followed by Chuo University (1948), Nihon University and Japan Women's University (1949). By 1990, there are totally 107 educational institutions (12 four-year universities, 9 two-year colleges, 84 high schools, and two junior high schools) providing correspondence education programmes

including the newly established the University of the Air, Japan's first independent, single-mode distance education institution operated by the University of the Air Foundation.

Media for Distance Education: For correspondence courses in high schools, colleges and universities, printed materials are core-media. For the University of the Air, TV and radio broadcast are used as core-media supplemented by face-to-face sessions and printed textbooks.

Sources of Financial Supports: For private institutions providing correspondence courses, sources of financial supports are mainly from students' fees and partly subsidized by the government. In 1992, for example, all correspondence institutions had a total revenue of 19,865 million yen (US\$ 166 million) about 7% of which was from the government subsidies. The average revenues for DE programmes in 4-year universities and in 2-year college DE programmes are 1,217 million yen (US\$10.1 million) and 752 million yen (US\$6.3 million) respectively. The University of the Air 's revenue for 1993 was 10,795 million (US\$ 90 million) about three quarters of which comes from the government subsidies.

Trends of Development in Distance Education: On the up-ward trend. The University of the Air, for example, is expanding its coverage from around Tokyo to nation-wide via satellite broadcast. In 1993, about 200 students are enrolled in correspondence course in two lower secondary schools, about 161,000 in 90 upper secondary schools, about 42,000 in 9 two-year colleges, and 138,000 in 12 four-year colleges/universities, in addition to about 47,000 students at the University of the Air.

Legal Status: All correspondence education programmes in conventional institutions were established according to Articles 45 for upper secondary school and Article 54-2 for colleges/universities of the School Education Act. The programmes were set forth in accordance to the University Correspondence Education Standard defined by the University Accreditation Society. Also, The University of the Air was established by the Law of The University of the Air of 1981.

Aims: For Correspondence education programmes: (1) to open the gates to a university education to the public at large, bring democracy and equal opportunity to education; (2) achieve open university education; and (3) play a social education role by opening the whole or a part of a university course to the public, irrespective of admission qualifications.

For the University of the Air: (1) to provide working people and housewives with the chance for a college education; (2)to provide an innovative and flexible system of college education which is open to

all high school graduates; and (3) to cooperate with existing universities and make full use of the latest knowledge and newest educational technology in order to offer a system of higher education which meets contemporary needs.

Control and Management:

All distance education institutions in Japan are private. DE programmes are controlled by each conventional institution in which the correspondence education division/centre was established. All correspondence institutions are member institutions of the All Japan Association of Private Universities Correspondence Education (AJAPUCE). The University of the Air is a special corporation, semi-national institution, controlled by the University of the Air Foundation, established under a special law passed by the Diet.

Instructional System:

Correspondence education students learn from printed textbooks mailed to them via mail. They have to attend a series of required face-to-face sessions, according to the number of units taken. For instance, for a BA degree, out of 124 units for requirement, over 30 units must be taken from face-to-face sessions, while for an Associate degree, out of 62 units for requirement, over 15 units are required from face-to-face sessions. Students have to study from other forms of supplementary media as well. Students of the University of the Air study from TV and radio broadcast programmes and from the supplementary media such as printed textbooks and AV materials. UA students are also required to attend face-to-face sessions. In 1993, 153 courses are broadcast by TV and 146 by radio. Out of 124 units required for a BA degree, 17 units must be taken from face-to-face sessions. At the end of the semester, students have to take the final examinations conducted at the various study centres.

Geographical coverage:

Nation-wide coverage through the various correspondence courses provided by the members of the AJAPUCE operating in all prefectures. The University of the Air's broadcast programmes presently covers only the Kanto area. Ten prefectures outside the Kanto area are provided through video-study centers. The plan is underway for the UA to make use satellite broadcasts to expand its educational programmes to cover whole the country.

Research Activities:

Research activities, especially on DE media and delivery systems, are undertaken by the National Institute of Multimedia Education under collaboration with colleges and universities including the University of the Air. The on-going research activities being conducted include (1) Research and development of production of educational materials; (2) Academic evaluation and testing in distance education; (3) Audio-visual resources for distance education; (4) Historical and comparative study on distance education; (5) Educational use of satellite; and (6) Survey on social

need for higher education.

*Enrollment and
Graduates in
Distance Education
Programmes:*

In 1990, approximately 200 students were enrolled in correspondence courses in two lower secondary schools, 167,000 in upper secondary schools, and 167,000 in higher education level (32,000 in 2-year colleges, 105,000 in 4-year colleges/universities, and about 30,000 in the University of the Air). The ratio of enrollment in distance education program for non-distance education programmes is about 2% both at upper secondary and higher education levels. Generally, the enrollment in DE programmes is increasing, for instance, the student number at the University of the Air was increased to 34,909 in 1991.

The number of graduates from correspondence education programmes at upper secondary education level in 1990 was 25,659, and 8,934 graduates from higher education level (2,698 from 4-year institutions, 5,519 from 2-year institutions, and 717 from the University of the Air). The accumulated number of graduates from correspondence education program at higher education level reached 100,000, while that of the University of the Air until the end of 1990 was 1,322.

*International
Affiliation and
Cooperation:*

The University of the Air is a member of the Asian Association of Open Universities.

*Problems and
Constraints:*

Difficulties of DE institutions in (1) balancing the two goals of DE: i.e to provide, and life-long education; (2) estimating effect of education through broadcasting vs. media mix; (3) studying effect of correspondence guidance; (4) teaching technology courses through TV broadcasting; (5) arranging face-to-face sessions (i.e finding places for the sessions and providing the accommodation for students in correspondence education programmes, and (6) acquiring social recognition of degree awarded though distance.

**LIST OF
DISTANCE
EDUCATION
INSTITUTIONS:**

1. The University of the Air
2. Bukkyo University
3. Chuo University
4. Hosei University
5. Japan Women's University
6. Junior College of Musashino Art University
7. Kawasaki College of Applied Health Professions
8. Keio University
9. Kinki University
10. Kinki University Toyooka Junior College
11. Meisei University
12. Naniwa College
13. Nihon University
14. Sanno Junior College
15. Soka University
16. Tamagawa University.

UNIVERSITY OF THE AIR
CHIBA CITY, CHIBA.

**INSTITUTIONAL
DATA**

*Year of
Establishment:* 1983.

Name of Head: **Shinya OBI**
Position: *President and Professor*
Address: 2-11 Wakaba
Mihama-Ku, Chiba-shi
Chiba 261, JAPAN.
Telephone: **81-43-276-5111**
Fax: **81-43-276-6229**

Nature of institution: Distance teaching only.

**Educational levels
provided for
DE programmes:**

1. Undergraduate
2. Community education.

Titles and levels of DE programmes:	<i>Title</i>	<i>Level</i>
	1. Bachelor's degree	Undergraduate
	2. Community education	Undergraduate

Governance: An institution administered and run by the University of the Air Foundation, a non-profit organization, and it is financed mainly by the government.

Objectives:

1. Providing degrees
2. Expansion of educational opportunity.

**Sources of financial
support of DE
programmes:**

Tuition Fees: The student pays all tuition expenses for the amount of US\$37.00 per unit or US\$4,588.00 for a four-year programme.

Budget: Yen 10,150 million (US\$ 92.27 million) for 1992.
Yen 10,793 million (US\$ 98.12 million) for 1993.

**Trends of
development of DE
resources and
activities:**

Expanded: All categories.

**Trends of enrollment
in DE Programmes:**

Increasing (e.g from 30,962 in 1992 to 34,436 in 1993).

**Number of DE
students:**

Current number of students: 46,537
Annual Intake: Data not available.

**Number of students
in each DE level:**

1. Regular Degree Student	25,784
2. One-year Non-Degree Student	11,479
3. One-term Non-Degree Student	7,067
4. Special Student	73
5. Seminar Student	88
6. Cross-Registered Student	2,046

**Number of
DE graduates:**

1989 March	544	1989	61
1990 March	602	1990	115
1991 March	629	1991	113
1992 March	595	1992	136
1993 March	719		
Accumulative: 3,514.			

**Components of
personnel in DE:**

A mix of full-time and part-time faculty members.

Number of Staff:

Full-time: 311 (Academic: 83; Non-academic: 228)
Part-time: 232 Academic.

**Number of Courses
and programmes:**

Number of courses offered: 306
Number of programmes offered: 2

**Production of
teaching
materials/media:**

Broadcast programmes are prepared by instructors and programme directors at the National Institute of Multimedia Education (NIME) and academic staff of the University of the Air. Printed materials are prepared by instructors. Stages of production based on lectures, instructors discuss with directors, then produce broadcasting programmes. Printed materials are written by appointed instructors.

**Regional/Study
Centres:**

Available: 9 study centers and 18 video study centers
Operator: The University of the Air.
Source of financial supports: From the university revenue.
Major functions: (1) Providing tutorial session, and (2) Providing examination.

**Overall student
Profile:**

Income: *Level:* Data not available.

<i>Age:</i>	<i>Years:</i>	(%)
	Under 21	7.5
	Between 21-30	28.6
	Between 31-40	21.2
	Between 41-50	22.4
	Between 51-60	11.9
	Over 60	8.4
	<u>Total:</u>	<u>100.0</u>

<i>Gender:</i>	<i>Sex:</i>	(%)
	Male	48.7
	Female	51.3
	<u>Total:</u>	<u>100.0</u>

<i>Geographical distribution:</i>	<i>Areas:</i>	(%)
	Urban	71.7
	Rural	28.3
	<u>Total:</u>	<u>100.0</u>

Occupational and Ethnic Composition of DE Students:	<i>Ethnic Composition:</i>	Japanese 99.99%; Non-Japanese 0.01%.
	<i>Occupational Composition:</i>	(%)
	Businessmen	30.2
	Unemployed/housewives	22.2
	Public Officials	13.7
	Self-employed, Free-lance, Professions	4.8
	Farmers	0.3
	Teachers	2.7
	Others	26.1

Future development: Within the next 4 years, the University plans to expand coverage areas nation-wide through local study centers in all prefectures.

Major obstacles for implementing DE programmes: (1) Keeping balance the two goals of providing degrees and life-long education; (2) Estimating effect of education through DE approach i.e. broadcasting, printed materials and media mixed materials; (3) Finding out the effectiveness of correspondence guidance; and (4) Setting up the system to teach technology courses through TV broadcasting.

Affiliation with regional and international DE organizations: AAOU.

**PROGRAMMES
OF INSTRUCTION,
MEDIA,
METHODS,
& EVALUATION:**

List of Programmes:

1. Bachelor's degree
2. Community education.

PROGRAMME I: BACHELOR'S DEGREE PROGRAMME

Level: Undergraduate.

Title: Bachelor of Liberal Arts.

Courses of instruction: *Architecture and planning*
Housing
Town Planning and Urban Studies.
Commercial and management studies:
Accountancy/Bookkeeping
Business administration
Finance
Management
Marketing
Industrial relations.
Humanities:
Contemporary and cultural studies
History: national, world, regional(European, American, Asian)
Philosophy
Humanities
Psychology.
Languages and literature:
Linguistics
Languages: English, German, French, Chinese, Russian, Spanish
Literature: Japanese, Chinese, English, American, German, French, Russian
Educational Studies:
Educational psychology
Child psychology and counseling
Pre-school education
Youth and Community education
Educational testing and evaluation
Educational History.
Engineering and technology:
Civil engineering
Computer technology, programming
Construction and environmental engineering
Electrical, electronic and micro-electronic
Materials science and metallurgy
Industrial engineering.

Physical Science:

Chemistry
Food science and technology
Physics.

Biological Science and Technology:

General Biology and life sciences
Environmental studies.

Medical and Health Sciences:

Health studies.

Mathematics:

Information technology
Mathematical sciences
Statistics

Law: Crime and Criminal Law

Commercial Law
Jurisdiction Law
International Law
Labor Law
Economic Law
Family Law.

Social Sciences:

Careers guidance and counseling
Economics
Government and Politics
Social Studies/Civics
Sociology
Youth and Community Studies
Home economics.

Length of course: *Minimum number of study hours per week per unit:* 3 hours. (A standard way of learning consists of taking lectures through broadcast for 45 minutes 7 times a week per course, plus reading 45 to 60 pages textbook.)

Total number of weeks per course: 15 weeks.

Total number of courses making up programmes: 304 courses.

(The minimum requirement for B.A. degree is 124 units--17 units from attending tutorial sessions and 6 units from thesis.)

Media and methods:

Most dominant:

1. Printed correspondence texts;
2. Radio via a designated channel
3. Television via a designated channel
4. Face-to-face tutoring
5. Study centers.

Dominant:

1. Audio cassettes
2. Video cassettes
3. Practical work.

Language of instruction:	Japanese.	
Admission requirements:	Be over 18 years old.	
Number of students:	Current number of students: 34,436 Annual Intake: Data not available	
Evaluation:	1. Written assignments for submission	
<i>Continuous:</i>	2. Attendance at the local study centre	
<i>Final:</i>	Written final examinations	
Profile of students in this level:	<i>By Educational Background:</i>	<u>Proportion</u>
		(%)
	University, Graduate School	23.0
	Junior College, special Training School	21.2
	High School, Pre-war middle School	54.3
	Elementary School, Junior High School	1.5
	<u>Total:</u>	<u>100.0</u>
	<i>By Employment:</i>	
	Full-time public employees:	
	Full-time private employees: Data not available	
	Part-time employees:	
	<i>By types of career:</i> Data not available	
	<i>By gender:</i>	(%)
	Male:	48.7
	Female:	51.3
	<u>Total:</u>	<u>100.0</u>
Acceptance of certificate, diploma, and degree:	Information not available.	

DIVISION OF EDUCATION BY CORRESPONDENCE BUKKYO UNIVERSITY, KYOTO.

INSTITUTIONAL DATA

*Year of
Establishment:* 1953.

Name of Head: **Kouji TAKAHASHI**
Position: *President, Division of Education by Correspondence*
Address: 96 Murasakinokita-Hananoboucyou,
Kita-Ku, Kyouto-Shi, Kyoto, 603, JAPAN
Telephone: **81-75-491-0239**
Fax: **81-75-493-9041**

Nature of institution: Conventional institution with distance education division.

**Educational levels
provided for
DE programmes:**
1. Undergraduate
2. Continuing education
3. Community education.

Titles and levels of DE programmes:	<i>Title</i>	<i>Level</i>
	1. First Degree	Undergraduate
	2. Continuing education	Undergraduate
	3. Community education	Undergraduate.

Governance: A private, commercial establishment.

Objectives: To achieve the equality and educational opportunities at the higher education level, the correspondence education division was established. Generally, the objectives of the programmes are addressed to the following areas:

1. National development
2. Equality of educational opportunity
3. Life-long recurrent education
4. Personal development
5. Vocational development
6. Cost-effectiveness
7. Transition to conventional higher education institutions
8. Religious and moral awareness
9. Teacher Education and Training
10. Vocational training.

Sources of financial support of DE programmes:	<p><i>Tuition Fees:</i> The student pays all tuition expenses for the amount of US\$830.</p> <p><i>Budget:</i> Annual budget for 1993 was US\$1.7 million. Subsidies from the government was US\$0.09 million for 1992.</p>												
Trends of development of DE resources and activities:	<p><i>Expanded:</i></p> <ul style="list-style-type: none"> Financial provision Distance education programmes Local Study centers Telecommunication equipment Study materials and textbooks The teaching force Variety of course offered Audio visual aids Face-to-face sessions Library resource. <p><i>Decreased:</i> None.</p> <p><i>Stable:</i> None.</p> <p><i>Not applicable:</i></p> <ul style="list-style-type: none"> Broadcasting programmes. 												
Trends of enrollment in DE Programmes:	Increasing.												
Number of DE students:	<p>Current number of students: 23,219</p> <p>Annual Intake: 18,000.</p>												
Number of students in each DE level:	<table border="0"> <tr> <td>1. Regular Student</td> <td style="text-align: right;">16,435</td> </tr> <tr> <td>2. Non-Degree Student</td> <td style="text-align: right;">754</td> </tr> <tr> <td>3. Single-subject student</td> <td style="text-align: right;">5,646</td> </tr> <tr> <td>4. Special Student</td> <td style="text-align: right;">203</td> </tr> <tr> <td>5. Others</td> <td style="text-align: right;">181</td> </tr> </table>	1. Regular Student	16,435	2. Non-Degree Student	754	3. Single-subject student	5,646	4. Special Student	203	5. Others	181		
1. Regular Student	16,435												
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4. Special Student	203												
5. Others	181												
Number of DE graduates:	<table border="0"> <tr> <td>1987</td> <td style="text-align: right;">494</td> <td>1990</td> <td style="text-align: right;">637</td> </tr> <tr> <td>1988</td> <td style="text-align: right;">448</td> <td>1991</td> <td style="text-align: right;">679</td> </tr> <tr> <td>1989</td> <td style="text-align: right;">511</td> <td>1992</td> <td style="text-align: right;">789</td> </tr> </table> <p>Accumulative number of DE graduates: 10,900.</p>	1987	494	1990	637	1988	448	1991	679	1989	511	1992	789
1987	494	1990	637										
1988	448	1991	679										
1989	511	1992	789										
Components of personnel in DE:	A mix of full-time and part-time faculty members. There are full-time faculty members who teach only correspondence courses and who share their work duties between a conventional university and the distance education institution. In addition, there are part-time lecturers who work for other colleges/universities.												
Number of Staff:	<p><i>Full-time:</i> 187 (Academic: 145;Non-academic: 42)</p> <p><i>Part-time:</i> 662 (Academic: 659;Non-academic: 3)</p>												

Number of Courses and programmes: Number of courses offered: 364
Number of programmes offered: 3.

Production of teaching materials/media: Printed materials are prepared by full-time teaching staff.
Stages of production are:
1. Each department discusses, decides on the need for renewal of materials, and decides authors;
2. Committee of Academic Affairs approves the renewal plan then request the authors to write texts;
3. The completed manuscripts are sent to printer shops;
4. The completed materials are approved by the Committee of Academic Affairs.

Regional/Study Centres: Available: 17 study centers. The university uses both public and private facilities as study centers on a temporary basis.
The sources of financial supports are from the university revenue.
Major functions of the study centres are (1) Providing tutorial session;
(2) Providing counselling services; and (3) Providing examination.

Overall student Profile:

<i>Age:</i>	<i>Years:</i>	<i>(%)</i>
	Under 22	21.0
	Between 23-29	31.0
	Between 30-39	25.0
	Between 40-49	16.0
	Between 50-59	5.0
	Over 60	2.0
	<u>Total:</u>	<u>100.0</u>

<i>Gender:</i>	<i>Sex:</i>	<i>(%)</i>
	Male	39.0
	Female	61.0
	<u>Total:</u>	<u>100.0</u>

Income: Data not available.

Geographical distribution: Data not available.

Occupational and Ethnic Composition of DE Students: *Ethnic Composition:* Mostly Japanese. There are some Korean or Chinese students born in Japan, and other foreigners.
Occupational distribution:

	<i>(%)</i>
Full-time student (including housewives)	30.0
Employed by private companies	14.0
Public Officials	9.0
Teachers	21.0
Free-lance, Professions	15.0

Self-employed	6.0
Others	5.0

Future development: Establishment of Department of Applied Sociology is planed.

Major obstacles for implementing DE programmes: Data not available.

Affiliation with regional and international DE organizations: All Japan Association of Private Universities Correspondence Education.

PROGRAMMES OF INSTRUCTION, MEDIA, METHODS, & EVALUATION: List of Programmes:
1. Bachelor's degree.

PROGRAMME I: BACHELOR'S DEGREE PROGRAMME

Level: Undergraduate.

Titles: Bachelor of Arts in Literature
Bachelor of Sociology.

Courses of instruction: *Commercial and management studies:*
Industrial Psychology.
Humanities:
Archaeology
History: Asian, Chinese, Western, Culture
Philosophy
Theology
Psychology
Other: Folklore, Ethics, Buddhism
Languages and literature:
Linguistics
Languages: English
Literature English-American, Japanese, Chinese, Buddhism
Educational Studies:
Educational psychology
Child psychology and counseling
Language, reading and communication
Mathematics education
Pre-school education
Elementary education
Adult learning
Science education
Technology Education
Youth and Community education.
Communications:
Journalism
Film
Television
Museography.
Creative Arts:
Fine Art, Art History.
Physical Science:
Geological sciences
Physics.
Medical and Health Sciences:
Health studies

Nursing
Public health and administration.

Social Sciences:

Economics
Government and Politics
Social Studies/Civics
Social Work
Sociology
Industrial Sociology, Urban Sociology, Rural Sociology.

Services and Hospitality Science:

Library and information studies.

Length of course: *Minimum number of study hours per week per credit:* 3 hours.
Total number of weeks per course: 15 weeks.
Total number of courses making up programmes: 364 courses.
For Bachelor's degree, 30 credits from attending tutorial sessions and 98 credits from studying correspondence courses are required.

Media and methods: *Most dominant:*
1. Printed correspondence texts
2. Face-to-face tutoring
3. Counselling by telephone
4. Counselling by mail.
Dominant: Audio-cassette
Least dominant: None.

Language of instruction: Japanese.

Admission requirements: 1. Completed high school level of general education;
2. Be over 18 years old.

Number of students: Current number of students: 21,612
Annual Intake: App. 13,000.

Evaluation: 1. Written assignments for submission
Continuous assessment: 2. Written regular tests
3. Attendance at the local study centre
4. Attendance of regular workshops/seminars at the other institution.

Final assessment: 1. Written final examinations (12 times a year)
2. Final practical examinations.

Acceptance of certificate, diploma, and degree: Data not available.

**CORRESPONDENCE DIVISION, FACULTY OF LAW
CHUO UNIVERSITY, TOKYO.**

**INSTITUTIONAL
DATA**

*Year of
Establishment:* 1948.

Name of Head: **Kazuyuki NAGAI**
Position: *Dean, Correspondence Division, Faculty of Law*
Address: 742-1, Higashinakano,
Hachioji-shi, Tokyo, 192-03, JAPAN
Telephone: **81-426-74-2341-6**
Fax: **81-426-74-2348**

Nature of institution: Undergraduate Legal Education for Correspondence Students.

**Educational levels
provided for
DE programmes:**

1. First Degree.
2. Continuing and recurrent education

Titles and levels of DE programmes:	<i>Title</i>	<i>Level</i>
	1. First Degree	Undergraduate
	2. Continuing and recurrent education	Undergraduate.

Governance: A private, commercial establishment.

Objectives: Generally the objectives of the programme cover the following areas:

1. Equality of educational opportunity
2. Cost-effectiveness
3. Personal development
4. Life-long recurrent education
5. Vocational development
6. National development
7. Promotion of legal education.

**Sources of financial
support of DE
programmes:** *Tuition Fees:* The student pays all tuition expenses for US\$615.00.
Budget: Approximate annual budget for 1992 was US\$13.26 million.
Subsidies from the government was US\$0.58 million.

Trends of development of DE resources and activities:	<p><i>Expanded:</i> Local Study centers Telecommunication equipment Study materials and textbooks The teaching force Face-to-face sessions Library resources.</p> <p><i>Decreased:</i> None.</p> <p><i>Stable:</i> Financial provision Distance education programmes Variety of course offered.</p> <p><i>Not applicable:</i>None.</p>																		
Trends of enrollment in DE Programmes:	Stable.																		
Number of DE students:	Current number of students: 7,987. Annual Intake: Approximately 2,000.																		
Number of students in each DE level:	<table border="0"> <tr> <td>1. Regular Student</td> <td style="text-align: right;">7,854</td> </tr> <tr> <td>2. Non-Degree Student</td> <td style="text-align: right;">79</td> </tr> <tr> <td>3. Single-subject student</td> <td style="text-align: right;">54</td> </tr> </table>	1. Regular Student	7,854	2. Non-Degree Student	79	3. Single-subject student	54												
1. Regular Student	7,854																		
2. Non-Degree Student	79																		
3. Single-subject student	54																		
Number of DE graduates:	<table border="0"> <tr> <td>1987</td> <td>209</td> <td>1990</td> <td>245</td> <td>1993</td> <td>277</td> </tr> <tr> <td>1988</td> <td>250</td> <td>1991</td> <td>219</td> <td></td> <td></td> </tr> <tr> <td>1989</td> <td>252</td> <td>1992</td> <td>252</td> <td></td> <td></td> </tr> </table> <p><i>Accumulative number of DE graduates:</i> 13,716.</p>	1987	209	1990	245	1993	277	1988	250	1991	219			1989	252	1992	252		
1987	209	1990	245	1993	277														
1988	250	1991	219																
1989	252	1992	252																
Components of personnel in DE:	A mix of full-time and part-time faculty members. Full-time faculty members carry the work loads of both the conventional and the DE programmes. Part-time faculty members are teaching academic staff from other colleges/universities and doctor course students at Graduate School of Law.																		
Number of Staff:	<p><i>Full-time:</i> 117 (Academic: 117; Non-academic: 0) <i>Part-time:</i> 179 (Academic: 145; Non-academic: 34)</p>																		
Number of Courses and programmes:	<p>Number of courses offered: 58 Number of programmes offered: 2</p>																		
Production of teaching materials/media:	Printed materials are prepared by full-time teaching staff mainly in faculty of Law.																		
Regional/Study Centres:	Available. The centres belong to both public and private and are used temporarily. The sources of financial supports are from the university revenue and students' fees. Major functions are (1) Providing tutorial																		

session, and (2) Providing counselling services, (3) Providing examination, (4) Providing seminars.

Overall student

Profile:	<i>Years:</i>	(%)
<i>Age:</i>	Under 22	38.4
	Between 23-29	37.1
	Between 31-39	14.1
	Between 40-49	7.0
	Over 50	3.4
	<u>Total:</u>	<u>100.0</u>

<i>Gender:</i>	<i>Sex:</i>	(%)
	Male	72.0
	Female	28.0
	<u>Total:</u>	<u>100.0</u>

Income: Data not available.

Geographical distribution: Data not available.

Ethnic and Occupational Composition of DE Students:

Ethnic Composition: Mostly Japanese. There are 25 Korean or Chinese students born in Japan, and one other foreign student.

Occupational Composition: (%)

Teaching	1.5
Civil Service	15.7
Private Sectors	25.6
Part time job	51.3
Others	5.9

Future development: New curriculum effective on April, 1993.

Major obstacles for implementing DE programmes: Problems in arranging face-to-face sessions, e.g. finding the venues and students' accommodations.

Affiliation with regional and international DE organizations: Japan Association of Private Universities Correspondence Education.

PROGRAMMES OF INSTRUCTION, MEDIA, METHODS, & EVALUATION: List of Programmes:
1. Bachelor's degree.

PROGRAMME I: BACHELOR'S DEGREE PROGRAMME

Level: First Degree.

Titles: Bachelor of Law.

Courses of instruction: *Commercial and management studies:*
Finance
Humanities:
History: Japanese, Western Europe, Foreign Affairs
Philosophy
Psychology
Logic.
Languages and literature:
Languages: English, German, French
Physical Science:
Chemistry
Geological sciences.
Biological Science and Technology:
General Biology and life sciences.
Medical and Health Sciences:
Health studies
Public health and administration.
Mathematics:
Statistics.
Law: International Law
Criminal Law
Commercial Law
Jurisdiction Law.
Social Sciences:
Economics
Geography
Government and Politics
Sociology.

Length of course: *Minimum number of study hours per week per credit:* 3 hours.
Total number of weeks per course: 15 weeks.
Total number of courses making up programmes: 58 courses 132 credits in 4 years.

Media and methods: *Most dominant:*
1. printed correspondence texts;
2. face-to-face tutoring
3. Counselling by telephone

	4. Counselling by mail. <i>Dominant:</i> Audio-cassette <i>Least dominant:</i> Video
Language of instruction:	Japanese.
Admission requirements:	1. Completed high school level of general education; 2. Be over 18 years old.
Number of students:	Current number of students: 7,987 Annual Intake: Data not available
Evaluation: <i>Continuous assessment:</i>	1. Written assignments for submission 2. Written regular tests 3. Oral examinations 4. Attendance at the local study meeting 5. Attendance of regular workshops/seminars at the other institution
<i>Final assessment:</i>	1. Written final examinations(4 times a year) 2. Final practical examinations(once a year) Manuals for writing a B.A thesis is provided.
Acceptance of certificate, diploma, and degree:	Yes. Students in the Correspondence Division have clear purposes to learn and study very hard. Consequently, the graduates from our programme receive very high social recognition.

**DIVISION OF CORRESPONDENCE EDUCATION
HOSEI UNIVERSITY, TOKYO.**

**INSTITUTIONAL
DATA**

*Year of
Establishment:* 1947.

Name of Head: **Syoichiro SATO**
Position: Chief, Correspondence Education Division
Address: 2-23, Ichigaya Tamachi,
Shinjuku-Ku, Tokyo, 162, JAPAN
Telephone: **81-3-5261-5150**
Fax: **81-3-3268-7021**

Nature of institution: Conventional institution with distance teaching programme.

**Educational levels
provided for
DE programmes:**

1. Undergraduate
2. Continuing education
3. Community education.

**Titles
and levels of DE
programmes:**

1. Bachelor's degree	Undergraduate
2. Continuing education	Undergraduate
3. Community education	Undergraduate.

Governance: A private, commercial establishment.

Objectives:

1. Equality of educational opportunity
2. Life-long recurrent education
3. Cost-effectiveness
4. Teacher Education and Training
5. Vocational training.

**Sources of financial
support of DE
programmes:** *Tuition Fees:* Student pays all tuition expenses for US\$460 per year.
Budget: US\$11.5 million for 1990. Subsidies from the government was US\$0.8 million.

**Trends of
development of DE
resources and
activities:** *Expanded:*
Financial provision
Library resources
Face-to-face sessions
Decreased: None.
Stable.

Local Study centers
 Telecommunication equipment
 Study materials and textbooks
 The teaching force
 Variety of course offered
Not applicable:
 Distance education programmes
 Broadcasting programmes
 Audio visual aids.

Trends of enrollment in DE Programmes:

Increasing.

Number of DE students:

Current number of students: 16,469
 Annual Intake: Data not available

Number of students in each DE level:

1. Regular Student	16,469
2. Non-Degree Student	52
3. Single-subject student	84
4. Special Student	114

Number of DE graduates:

1985	320	1986	295
1987	313	1988	369
1989	336	1990	296

*Accumulative number of DE graduates:*13,941.

Components of DE personnel:

A mix of full-time and part-time faculty members.

Number of Staff:

Full-time: 186 (Academic: 153; Non-academic: 33)
Part-time: 255 (Academic)

Number of Courses and programmes:

Number of courses offered: 172
 Number of programmes offered: 3.

Production of teaching materials/media:

Teaching materials are prepared by full-time teaching staff. The faculty members meet to choose the writers; then each writer writes, edits, and sends the materials to printers.

Regional/Study Centres:

Available: 3 study centers by using public facilities on a temporary basis with the financial supports from the university revenue and students' fees for (1) Providing tutorial session; (2) Providing counselling services; and (3) Providing examination.

Overall student Profile:

<i>Sex:</i>	(%)
Male	65.5
Female	34.4
<u>Total:</u>	<u>100.0</u>

<i>Age:</i>	<i>Years:</i>	<i>(%)</i>
	Under 21	11.2
	Between 21-30	54.0
	Between 31-40	18.2
	Between 41-50	11.2
	Between 51-60	3.7
	Over 60	1.8
	<u>Total:</u>	<u>100.0</u>

Income: Data not available.

Geographical distribution: Data not available.

Ethnic and Occupational Composition of DE Students:	<i>Ethnic Composition:</i> Data not available.	
	<i>Occupational Composition:</i> (%)	
	Full-time student	-
	Employed by private companies	25.2
	Public Officials	18.2
	Teachers	4.0
	Self-employed	4.2
Others (including farmers and housewives)	48.4	

Future development: According to the Generalization of the Accreditation Law, " a latest change of the government policy on higher education, correspondence education programmes may need to be reorganized.

Major obstacles for implementing DE programmes: Data not available

Affiliation with regional and international DE organizations: All Japan Association of Private Universities Correspondence Education
Japan Society for Correspondence Education

PROGRAMMES OF INSTRUCTION, MEDIA, METHODS, & EVALUATION: List of Programmes:
1. Bachelor's degree.

PROGRAMME I: BACHELOR'S DEGREE PROGRAMME

Level: Undergraduate.

Titles: 1. Bachelor of Law
2. Bachelor of Arts in Literature
3. Bachelor of Economics.

Courses of instruction: *Agricultural Sciences:*
Agriculture.
Commercial and management studies:
Accountancy/Bookkeeping
Administration
Business administration
Finance
Management
Banking
Industrial relations.
Humanities:
Archaeology
Contemporary and cultural studies
History: Japanese, European, Asian, Chinese Christian,
Japanese Art
Philosophy
Humanities
Theology
Psychology
Natural Geography.
Languages and literature:
Linguistics
Languages: English, German, French.
Educational Studies:
Educational psychology
Child psychology and counseling
Language, reading and communication
Secondary education
Youth and Community education.
Creative Arts:
Japanese Art History.
Physical Science:
Chemistry
Physics.

Biological Science and Technology:
General Biology and life science.

Medical and Health Sciences:
Health studies
Public health and administration.

Mathematics:
Computing, Computer Science
Statistics.

Law: Criminal Law
Commercial Law
Jurisdiction Law
International Law
American and English Law.

Social Sciences:
Careers guidance and counseling
Economics
Geography
Government and Politics
Social Studies/Civics
Sociology.

Length of course: *Minimum number of study hours per week per credit:* 3 hours.
Total number of weeks per course: 15 weeks.
Total number of courses making up programmes: 172 courses.
Note: The requirement for Bachelor's degree is 30 credits from attending tutorial sessions and 94 credits from studying regular correspondence courses.

Media and methods: *Most dominant:*
1. Printed correspondence texts;
2. Face-to-face tutoring.
Dominant:
1. Counselling by telephone
2. Counselling by mail.
Least dominant: Video.

Language of instruction: Japanese.

Admission requirements: 1. Completed high school level of general education;
2. Be over 18 years old.

Number of students: Current number of students: 16,469
Annual Intake: Data not available

Evaluation: 1. Written assignments for submission
Continuous assessment: 2. Written regular tests
3. Attendance at the local study centre

*Final
assessment:*

1. Written final examinations
2. Final practical examinations

**Employment
arrangement:**

Employment arrangement service is provided by placement office which is affiliated non-distance education programmes.

**Acceptance of
certificate, diploma,
and degree:**

Accepted as equal to a comparable award given by a non-distance education institution as evidenced from efforts made by students in trying to complete their studies, which are as much as those of non-distance learning students. However, social recognition of graduates from the correspondence programmes is somehow lower than that of graduate from conventional institutions.

HOME ECONOMICS CORRESPONDENCE COURSES JAPAN WOMEN'S UNIVERSITY, TOKYO.

INSTITUTIONAL DATA

Year of Establishment: 1949.

Name of Head: Misako MIYAMOTO
Position: President
Address: 1-18-14 Mejirodai,
Bunkyo-ku, Tokyo, 112, JAPAN
Telephone: 81-3-3942-6530
Fax: 81-3-3942-6536

Nature of institution: Conventional institution with distance teaching programme.

Educational levels provided for DE programmes:

1. Undergraduate
2. Continuing education
3. Community education.

Titles and levels of DE programmes:	<i>Title</i>	<i>Level</i>
	1. Bachelor's degree	Undergraduate
	2. Continuing education	Undergraduate
	3. Community education	Undergraduate.

Governance: A private, commercial establishment.

Objectives: According to the founder of the University, Jinzo Naruse's idea of life-long education, the correspondence course was established to give a chance to housewives and working women to upgrade the quality of their life. Generally, the objectives of the DE programme are addressed to the following areas:

1. Personal development
2. Life-long recurrent education
3. Cost-effectiveness
4. Equality of educational opportunity
5. Teacher Education and Training
6. Vocational training.

Sources of financial support of DE programmes: *Tuition Fees:* Students pay all tuition fees for US\$1,320.00 a year.
Budget: Annual budget for 1993 was US\$5.5 million from the University's revenue and US\$0.7 from the Government's subsidies.

Trends of development of DE resources and activities:	<p><i>Expanded:</i> Study materials and textbooks Variety of course offered Library resources.</p> <p><i>Decreased:</i> None.</p> <p><i>Stable:</i> Financial provision Distance education programmes Local Study centers Telecommunication equipment The teaching force Audio visual aids Face-to-face sessions.</p> <p><i>Not applicable:</i> Broadcasting programmes.</p>																		
Trends of enrollment in DE Programmes:	Increasing.																		
Number of DE students:	Current number of students: 6,107. Annual intake: 1,273																		
Number of students in each DE level:	<table border="0"> <tr> <td>1. Regular Student</td> <td style="text-align: right;">5,627</td> </tr> <tr> <td>2. Non-Degree Student</td> <td style="text-align: right;">461</td> </tr> <tr> <td>3. Single-subject student</td> <td style="text-align: right;">19</td> </tr> </table>	1. Regular Student	5,627	2. Non-Degree Student	461	3. Single-subject student	19												
1. Regular Student	5,627																		
2. Non-Degree Student	461																		
3. Single-subject student	19																		
Number of DE graduates:	<p>Number of annual DE graduates:</p> <table border="0"> <tr> <td>1985</td><td>128</td> <td>1986</td><td>131</td> <td>1991</td><td>135</td> </tr> <tr> <td>1987</td><td>130</td> <td>1988</td><td>123</td> <td>1992</td><td>132</td> </tr> <tr> <td>1989</td><td>97</td> <td>1990</td><td>130</td> <td></td><td></td> </tr> </table> <p>Accumulative number of DE graduates: 5,000.</p>	1985	128	1986	131	1991	135	1987	130	1988	123	1992	132	1989	97	1990	130		
1985	128	1986	131	1991	135														
1987	130	1988	123	1992	132														
1989	97	1990	130																
Components of personnel in DE:	A mix of full-time and part-time faculty members.																		
Number of Staff:	<p><i>Full-time:</i> 138 (Academic: 110; Non-academic: 28) <i>Part-time:</i> 226 (Academic: 226; Non-academic: 0).</p>																		
Number of Courses and programmes:	<p>Number of courses offered: 182 Number of programmes offered: 3</p>																		
Production of teaching materials/media:	<p>Printed materials are prepared by mainly each instructor. Stages of production are (1) The Department decides on the instructor for each subject and submit the list to the faculty meeting for approval, (2) Each instructor writes the assigned teaching materials and submits them to an administrative staff of the Division of Correspondence Course, (3) The administrative staff and the writer check and correct the manuscripts, and (4) The completed manuscripts</p>																		

are sent to printer shops.

Regional/Study Centres: Available: 54 study centers which are used only for examination. Face-to-face sessions are held at the university buildings which are used mainly for non-distance learning programmes. The university uses both public and private facilities as study centers on a temporary basis. The sources of financial supports are from the university revenue. Major functions are (1) Providing counselling services; and (2) Providing examination.

Overall student Profile:

<i>Age:</i>	<i>Year:</i>	<i>(%)</i>
	Under 21	2.0
	Between 21-30	42.0
	Between 31-40	31.0
	Between 41-50	18.0
	Between 51-60	6.0
	Over 60	1.0
	<u>Total:</u>	<u>100.0</u>

<i>Gender:</i>	<i>Sex:</i>	<i>(%)</i>
	Male	-
	Female	100.0
	<u>Total:</u>	<u>100.0</u>

Income: Data not available.

Geographical distribution: Data not available.

Ethnic and Occupational Composition of DE Students:	<i>Ethnic Composition:</i>	
	<i>Mostly Japanese.</i>	
	<i>Occupational distribution:</i>	<i>(%)</i>
	Full-time student	11.0
	Employed by private companies	23.0
	Public Officials	12.0
	Teachers	19.0
	Self-employed	3.0
	Farmers	0.1
	Housewives	27.0
	Others	4.9

Future development: Plan for the enrichment of DE personnel and upgrading quality and physical conditions of correspondence courses.

Major obstacles for implementing DE programmes: Correspondence course is not considered by the University as important as the regular programmes, it is difficult to enrich the conditions for correspondence education.

**Affiliation with
regional and
international DE
organizations:**

All Japan Association of Private Universities Correspondence
Education.

**PROGRAMMES
OF INSTRUCTION,
MEDIA,
METHODS,
& EVALUATION:**

List of Programmes:

1. Bachelor's degree.

PROGRAMME I: *BACHELOR'S DEGREE PROGRAMME*

Level: Undergraduate.

Titles: Bachelor of Home Economics.

Courses of instruction: *Architecture and planning*
Housing
Interior Design.
Humanities:
Contemporary and cultural studies
History: Life History, Housing History, Cloth History
Philosophy
humanities
Theology
Psychology
Geography.
Languages and literature:
Languages: English, German, French
Literature.
Educational Studies:
Educational psychology
Child psychology and counseling
Language, reading and communication
Mathematics education
Microelectronics and computer education
Pre-school education
Elementary education
Secondary education
Science education
Technology Education
Educational engineering.
Creative Arts:
Fine Art, Art History
Design
Dyeing.
Physical Science:
Chemistry
Geological sciences
Physics.
Biological Science and Technology:
General Biology and life sciences
Environmental studies.

Medical and Health Sciences:
Health studies
Nursing
Public health and administration.

Mathematics:
Computing, Computer Science
Statistics.

Law: The Constitution.

Social Sciences:
Careers guidance and counseling
Economics
Geography
Social Studies/Civics
Sociology
Youth and Community Studies.

Length of course: *Minimum number of study hours per week per credit:* 3 hours.
Total number of weeks per course: 15 weeks.
Total number of courses making up programmes: 168 courses.

Media and methods: *Most dominant:*
1. printed correspondence texts;
2. face-to-face tutoring.
Dominant:
1. Counselling by telephone
2. Counselling by mail
Least dominant: Audio-cassette

Language of instruction: Japanese.

Admission requirements: 1. Completed high school level of general education;
2. Pass admission procedure.

Number of students: Current number of students: 6,107
Annual intake: 1,273

Evaluation: 1. Written assignments for submission
Continuous: 2. Attendance at the local study centre
3. Attendance of regular workshops/seminars at the other institution.

Final: 1. Written final examinations(5 times a year)

Acceptance of certificate, diploma, and degree: Accepted. The Division of Correspondence Education provides the same education standard that of as non-distance education programs.

CORRESPONDENCE COURSES

JUNIOR COLLEGE, MUSASHINO ART UNIVERSITY, TOKYO.

INSTITUTIONAL DATA

*Year of
Establishment:* 1951.

Name of Head: **Hiroshi MIZUO**
Position: *President*
Address: 3-3-7 Kichijoji Higashimachi,
Musashino-shi, Tokyo 180, JAPAN
Telephone: **81-422-22-8171-5**
Fax: **81-422-22-0776**

Nature of institution: Conventional institution with distance teaching programme.

**Educational levels
provided for
DE programmes:** 1. Associate Degree
2. Continuing education
3. Community education

Titles and levels of DE programmes:	<i>Title</i>	<i>Level</i>
	1. Associate Degree	Undergraduate
	2. Continuing education	Undergraduate
	3. Community education	Undergraduate.

Governance: A private, commercial establishment.

Objectives: 1. Equality of educational opportunity
2. Vocational development
3. Teacher Education and Training
4. Life-long recurrent education
5. Transition to conventional higher education institutions
6. Personal development.

**Sources of financial
support of DE
programmes:** *Tuition fees:* Paid by the student for US\$2,648.00 for the first year.
Budget: For 1992 from the University revenue and US\$0.30 million
from the Government subsidies.

**Trends of
development of DE
resources and
activities:** *Expanded:*
Financial provision
Local Study centers
Study materials and textbooks

The teaching force
 Variety of course offered.
Decreased: None.
Stable:
 Distance education programmes
 Telecommunication equipment
 Audio visual aids
 Face-to-face sessions
 Library resources
Not applicable:
 Broadcasting programmes.

Trends of enrollment in DE Programmes: Increasing.

Number of DE students: Current number of students: 3,568
 Annual intake of DE students:3,568.

Number of students in each DE level:

1. Regular Student	3,437
2. Non-Degree Student	121
3. Special Student	10.

Number of DE graduates:	<u>Year</u>	<u>Graduate</u>	<u>Year</u>	<u>Graduate</u>	<u>Year</u>	<u>Graduate</u>
	1985	151	1986	170	1991	207
	1987	146	1988	208	1992	272
	1989	161	1990	223		

Accumulative number of DE graduates:4,532.

Components of personnel in DE: A mix of full-time and part-time faculty members.

Number of Staff: Full-time:56 (Academic 43; Non-academic 13)
 Part-time:42 (Academic 38; Non-academic 4)

Number of Courses and programmes: Number of courses offered: 71
 Number of programmes offered: 3

Production of teaching materials/media: Printed materials are prepared by instructors. The Division discusses and decides on the need to develop new teaching materials or revise the existing ones. The committee also selects and appoint the writers.

Regional/Study Centres: Available: Public facilities are used as the centres on a temporary basis and financially supported by the university for (1) Providing tutorial session; (2) Providing guidance services; and (3) Providing examination.

Overall student**Profile:**

<i>Age:</i>	<i>Years:</i>	(%)
	Under 21	10.0
	Between 21-30	58.0
	Between 31-40	16.0
	Between 41-50	11.0
	Between 51-60	4.0
	Over 60	1.0
	<u>Total:</u>	<u>100.0</u>

<i>Gender:</i>	<i>Sex:</i>	(%)
	Male	30.0
	Female	70.0
	<u>Total:</u>	<u>100.0</u>

Income: Data not available.

<i>Geographical distribution:</i>	<i>Areas:</i>	(%)
	Urban	80.0
	Rural	20.0
	<u>Total:</u>	<u>100.0</u>

Ethnic and Occupational Composition of DE Students:	<i>Ethnic Composition:</i>	Mostly Japanese.	
	<i>Occupational distribution:</i>	(%)	
		Full-time student	22.0
		Employed by private companies	26.0
		Public Officials	4.0
		Teachers	4.0
		Self-employed	7.0
		Housewives	24.0
	Others	13.0	

Future development: The 4-year degree programme will be offered.

Major obstacles for implementing DE programmes: None.

Affiliation with regional and international DE organizations: All Japan Association of Private Universities Correspondence Education

**PROGRAMMES
OF INSTRUCTION,
MEDIA,
METHODS,
& EVALUATION:**

List of Programmes:
1. Associate degree.

PROGRAMME I: ASSOCIATE DEGREE PROGRAMME

Level: Associate degree.

Titles: 1. Associate degree in Art
2. Associate degree in Design.

Courses of instruction: *Humanities:*
History:
Philosophy
Psychology.
Languages and literature:
Languages: English
Literature.
Educational Studies:
Educational psychology
Secondary education.
Creative Arts:
Fine Art, Art History
Graphic Arts
Handcraft (woodcut, etc)
Sculpturing
Printing
Design.
Biological Science and Technology:
General Biology and life science.
Mathematics:
Social Sciences:
Economics.

Length of course: *Minimum number of study hours per week per credit:* 3 hours.
Total number of weeks per course: 15 weeks.
Total number of courses making up programmes: 71 courses.
Minimum requirement for Associate Degree is 15 credits from attending tutorial sessions and 47 credits from correspondence courses.

Media and methods: *Most dominant:*
1. printed correspondence texts;
2. face-to-face tutoring
3. Counselling by telephone
4. Counselling by mail
5. Computer.
Dominant: None.

Least dominant:

1. Radio
2. Audio-cassette
3. Video

Language of instruction:	Japanese.
Admission requirements:	<ol style="list-style-type: none">1. Completed high school level of general education;2. Be over 18 years old.
Number of students:	Current number of students: 3,568 Annual intake: 3,568
Evaluation: <i>Continuous assessment:</i>	<ol style="list-style-type: none">1. Written assignments for submission2. Written regular tests3. Attendance at the local study centre
<i>Final assessment:</i>	<ol style="list-style-type: none">1. Written final examinations(5 times a year)2. Written assignments for submission
Employment arrangement:	Employment arrangement service is provided by placement office which is affiliated non-distance education programmes.
Acceptance of certificate, diploma, and degree:	Not accepted as equal to a comparable award given by a non-distance education institution.

KAWASAKI COLLEGE OF ALLIED HEALTH PROFESSIONS

INSTITUTIONAL DATA

*Year of
Establishment:* 1983.

Name of Head: Masatoshi OKADA
Position: President
Address: 316 Matsushima,
Kurashiki-shi,
Okayama-Ken 701-01, JAPAN
Telephone: 81-86-462-1111
Fax: 81-86-463-4339.

Nature of institution: Conventional institution with distance teaching program

**Educational level
provided for
DE programme:** Undergraduate.

Title and level of DE programmes:	<i>Title</i>	<i>Level</i>
	1. Associate Degree in Medical Secretary	Undergraduate.

Governance: A private, commercial establishment.

Objectives: The aim of the College's Associate Degree in Medical Secretary is to train medical secretaries to have high quality of medical knowledge to be able to handle highly developed and complicated medical care services through correspondence course. Generally the college's aims cover the following areas:

1. Vocational development
2. Cost-effectiveness
3. Equality of educational opportunity
4. Life-long recurrent education.

**Sources of financial
support of DE
programmes:** *Tuition Fees:* Students pay all tuition fees for US\$758.00 per year. the amount of US\$758 per year.
Budget: Annual budget for 1990 was US\$0.3 million. Subsidies from the government was US\$45,000.

Trends of development of DE resources and activities:	<p><i>Expanded:</i> Library resources.</p> <p><i>Decreased:</i>None.</p> <p><i>Stable:</i> Financial provision Distance education programmes Local Study centers Study materials and textbooks The teaching force Variety of course offered Audio visual aids Face-to-face sessions.</p> <p><i>Not applicable:</i> Telecommunication equipment Broadcasting programmes.</p>																				
Trends of enrollment in DE Programmes:	Increasing.																				
Number of DE students:	Current number of students: 670 Annual student intake: 160 students.																				
Number of students in each DE level:	<table border="0"> <tr> <td>1. Regular Student</td> <td style="text-align: right;">660</td> </tr> <tr> <td>2. Non-Degree Student</td> <td style="text-align: right;">-</td> </tr> <tr> <td>3. Single-subject student</td> <td style="text-align: right;">10</td> </tr> <tr> <td>4. Special Student</td> <td style="text-align: right;">-</td> </tr> <tr> <td>5. Other</td> <td style="text-align: right;">-</td> </tr> </table>	1. Regular Student	660	2. Non-Degree Student	-	3. Single-subject student	10	4. Special Student	-	5. Other	-										
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Number of DE graduates:	<table border="0"> <thead> <tr> <th><u>Year</u></th> <th><u>Graduates</u></th> <th><u>Year</u></th> <th><u>Graduates</u></th> </tr> </thead> <tbody> <tr> <td>1985</td> <td style="text-align: center;">5</td> <td>1986</td> <td style="text-align: center;">18</td> </tr> <tr> <td>1987</td> <td style="text-align: center;">21</td> <td>1988</td> <td style="text-align: center;">79</td> </tr> <tr> <td>1989</td> <td style="text-align: center;">41</td> <td>1990</td> <td style="text-align: center;">49</td> </tr> <tr> <td>1991</td> <td style="text-align: center;">37</td> <td>1992</td> <td style="text-align: center;">48</td> </tr> </tbody> </table> <p><i>Accumulative number of graduates: 298.</i></p>	<u>Year</u>	<u>Graduates</u>	<u>Year</u>	<u>Graduates</u>	1985	5	1986	18	1987	21	1988	79	1989	41	1990	49	1991	37	1992	48
<u>Year</u>	<u>Graduates</u>	<u>Year</u>	<u>Graduates</u>																		
1985	5	1986	18																		
1987	21	1988	79																		
1989	41	1990	49																		
1991	37	1992	48																		
Components of personnel in DE:	A mix of full-time and part-time faculty members. In addition, there are part-time lecturers from other colleges/universities invited to teach in the DE programmes.																				
Number of Staff:	<i>Full-time:</i> 23 (Academic: 19; Non-academic: 4) <i>Part-time:</i> 11 (Academic: 11; Non-academic: 0)																				
Number of Courses and programmes:	Number of courses offered: 40 Number of programmes offered: 1																				
Production of teaching materials/media:	Printed materials are prepared by instructors. Stages of production: Information not provided.																				

Regional/Study Centres: Available, but no permanent study centres are established. Private facilities and used on a temporary basis. with the financial support from the university revenue for (1) Providing tutorial session, and (2) Providing examination.

Overall student Profile:

<i>Age:</i>	<i>Years:</i>	(%)
	Under 21	67.9
	Between 21-30	18.1
	Between 31-40	8.9
	Between 41-50	3.8
	Between 51-60	1.0
	Over 60	-0.3
	<u>Total:</u>	<u>100.0</u>

<i>Gender:</i>	<i>Sex:</i>	(%)
	Male	0.5
	Female	99.5
	<u>Total:</u>	<u>100.0</u>

<i>Income:</i>	<i>Level:</i>	(%)
	Top	-
	Middle	57.0
	Bottom	43.0
	<u>Total:</u>	<u>100.0</u>

<i>Geographical distribution:</i>	<i>Areas:</i>	(%)
	Urban	82.2
	Rural	17.8
	<u>Total:</u>	<u>100.0</u>

Ethnic and Occupational Composition of DE Students:	<i>Ethnic Composition:</i>	All students are Japanese citizens.
	<i>Occupational composition:</i>	(%)
	Full-time student	42.3
	Employed-Private	36.4
	Public	2.9
	Teachers	0.7
	Free-lance	4.3
	Self-employed	1.7
	Housewives	5.9
	Others:	5.8

Future development: None.

Major obstacles for implementing DE programmes:

No major problems. However, all the teaching staff members have to share their teaching load in both correspondence and regular courses. Consequently, the submission of grade reports is some times late.

Affiliation with regional and international DE organizations:

All Japan Association of Private Universities Correspondence Education

**PROGRAMMES
OF INSTRUCTION,
MEDIA,
METHODS,
& EVALUATION:**

List of Programmes:

1. Associate degree.

PROGRAMME I: ASSOCIATE DEGREE PROGRAMME

Level: Undergraduate.

Titles: Associate degree in Medical Secretary

Courses of instruction: *Commercial and management studies:*
Accountancy/Bookkeeping
Administration
Business administration
Office/Secretarial studies
Personnel.
Humanities:
Ethics.
Languages and literature:
Languages: English
Literature.
Educational Studies:
Microelectronics and computer education.
Medical and Health Sciences:
Biomedical sciences
Pharmaceutical sciences
Other: Medical Clerical Work.
Social Sciences:
Geography.

Length of course: *Minimum number of study hours per week per unit:*
3 hours (equivalent to reading 100 pages of textbook)
Total number of weeks per course: 15 weeks.
Total number of courses making up programmes: 40 courses.
Note: Minimum requirement for an Associate Degree is 17 units through attending tutorial sessions and 52 units through regular correspondence courses.

Media and methods: *Most dominant:* None.
Dominant:
1. Printed correspondence texts;
2. Face-to-face tutoring
3. Video
4. Counselling by telephone
5. Counselling by mail.

Least dominant:

1. Radio
2. TV.

Language of instruction: Japanese.

Admission requirements: Completed high school level of general education.

Number of students: Current number of students: 590
Annual intake: 490.

Evaluation:

Continuous assessment:

1. Written assignments for submission
2. Written regular tests
3. Attendance at the local study centre.

Final assessment: Written final examinations (15 times per year)

Acceptance of certificate, diploma, and degree: Accepted.

CORRESPONDENCE EDUCATION DIVISION KEIO UNIVERSITY, TOKYO.

INSTITUTIONAL DATA

*Year of
Establishment:* 1947.

Name of Head: **Masao IKEDA**
Position: *Dean, Correspondence Education Division*
Address: 2-15-45, Mita,
Minato-Ku, Tokyo, 108, JAPAN
Telephone: **81-3-3453-4511**
Fax: -

Nature of institution: Conventional institution with distance teaching division.

**Educational levels
provided for
DE programmes:**
1. First Degree
2. Community education.

Titles and levels of DE programmes:	<i>Title</i>	<i>Level</i>
	1. Bachelor of Arts	Undergraduate
	2. Community education	Non-certificate.

Governance: A private, commercial establishment.

Objectives: The founder of Keio University, Yukichi Fukuzawa, once wrote "Learning makes difference among people, and ... education should not be privileged to wealthy class but widely open to society...." Based on this philosophy, the correspondence course was established to attain academic democratization, achieve equality of educational opportunities, and open university education to society. Generally the programme's aims cover the following areas:

1. Equality of educational opportunity
2. Life-long recurrent education
3. Vocational development
4. Personal development
5. Cost-effectiveness
6. Teacher Education and Training.

Sources of financial support of DE programmes:

Tuition Fees: The student pays all tuition expenses by himself/herself for the amount of US\$540.00 per year.

Budget: Approximate annual budget for 1993 was US\$12.11 million (in US\$). Subsidies from the government was US\$1.38 million.

Trends of development of DE resources and activities:

Expanded:

Study materials and textbooks.

Decreased: None.

Stable:

Financial provision

Distance education programmes

Local Study centers

Telecommunication equipment

The teaching force

Variety of course offered

Broadcasting programmes

Audio visual aids

Face-to-face sessions

Library resources.

*Not applicable:*None.

Trends of enrollment in DE Programmes:

Increasing.

Number of DE students:

Current number of students: 20,720.

Annual intake: 4,788.

Number of students in each DE level:

1. Regular Student	4,814
2. Non-Degree Student	9
3. Single-subject student	22
4. Special Student	78
5. Others	0

Number of DE graduates:

<u>Year Graduates</u>		<u>Year Graduates</u>		<u>Year Graduate</u>	
1985	203	1986	194	1991	261
1987	218	1988	199	1992	259
1989	201	1990	240		

Accumulative: 7,225

Components of personnel in DE:

A mix of full-time and part-time faculty members.

Number of Staff:

Full-time: 484

Part-time: 49

Number of Courses and programmes:

Number of courses offered: 257

Number of programmes offered: 2

Production of teaching materials/media: Printed materials are prepared by teaching staff. The Committee on Curriculum and Textbooks discuss and decide on necessary matters of creating new materials and renewal of current materials. Then, the committee request teaching staff to write materials.

Regional/Study Centres: Data not available.

Overall student Profile:

<i>Age:</i>	<i>Years:</i>	(%)
	Under 22	14.5
	Between 23-24	10.2
	Between 25-29	24.9
	Between 30-39	26.6
	Between 40-49	14.6
	Between 50-59	6.5
	Over 60	2.7
	<u>Total:</u>	<u>100.0</u>

<i>Gender:</i>	<i>Sex:</i>	(%)
	Male	46.0
	Female	54.0
	<u>Total:</u>	<u>100.0</u>

Income: Data not available.

Geographical distribution:

Ethnic and Occupational Composition of DE Students:	<i>Ethnic Composition:</i>	All Japanese.
	<i>Occupational Composition:</i>	(%)
	Employed by private companies	30.5
	Public Officials	10.4
	Teachers	4.4
	Free-lance, Professions	31.3
	Self-employed	5.8
	Housewives	-
	Others	17.6

Future development: Plan to upgrade the single-subject courses.

Major obstacles for implementing DE programmes: Data not available.

**Affiliation with
regional and
international DE
organizations:**

All Japan Association of Private Universities Correspondence
Education.

**PROGRAMMES
OF INSTRUCTION,
MEDIA,
METHODS,
& EVALUATION:**

List of Programmes:
1. Bachelor's degree.

PROGRAMME I: *BACHELOR'S DEGREE PROGRAMMES*

Level: First degree.

Titles: 1.Bachelor of Arts in Law
2.Bachelor of Arts in Literature
3.Bachelor of Arts in Economics
4.Bachelor of Arts in Political Science.

Courses of instruction: *Commercial and management studies:*

Accountancy/Bookkeeping
Administration
Business administration
Finance
Management
Banking
Real Estate
Marketing
Office/Secretarial studies
Personnel
Industrial relations
Public administration.

Humanities:

Archaeology
History: Japanese, European, Asian, Christian, Korean
Philosophy
Psychology
Logic, Ethics.

Languages and literature:

Languages: English, German, French
Literature: Japanese, Chinese, English, German, French,
American, Russian, Latin, Greek.

Educational Studies:

Curriculum development
Educational psychology
Child psychology and counseling
Language, reading and communication
Elementary Education
Secondary Education.

Communications:

Creative Arts:

Fine Art, Art History
Performing Arts.

Physical Science:

Chemistry
Geological sciences
Physics.

Biological Science and Technology:

General Biology and life sciences.

Mathematics:

Statistics.

Law: Law.

Social Sciences:

Economics
Geography
Government and Politics
Sociology.

Length of course: *Minimum number of study hours per week per unit: 3 hours.
Total number of weeks per course: 15 weeks.
Total number of courses making up programmes: 257 courses.*

Media and methods: *Most dominant:*
1. Printed correspondence texts;
2. Face-to-face tutoring
3. Radio
4. Video
5. Computer
6. Counselling by telephone
7. Counselling by mail.
Least dominant: TV and Audio-cassette.

Language of instruction: Japanese.

Admission requirements: Completed high school level of general education.

Number of students: Current number of students: 17,802; Annual intake: 4,982

Evaluation: (1) Written assignments for submission, (2) Written regular tests, (3)
Continuous: Attendance at the local study centre, and (4) Attendance of regular workshops/seminars at the other institution.

Final: 1) Written final examinations(5 times a year), and(2) Final practical examinations(once a year)

Acceptance of certificate, diploma, and degree: Not accepted. Reasons are not given.

**DIVISION OF CORRESPONDENCE EDUCATION
KINKI UNIVERSITY, OSAKA.**

**INSTITUTIONAL
DATA**

Year of Establishment: 1957 (Correspondence course for junior college level Commerce)
1960 (Correspondence course for 4-year level Law)

Name of Head: **Masataka SEKO**
Position: *President*
Address: 3-4-1 Kowakae, Higashiosaka-shi,
Osaka 577, JAPAN
Telephone: **81-6-722-3265**
Fax: **81-6-722-3299**

Nature of institution: Conventional institution with distance teaching program

Educational levels provided for DE programmes:

1. Undergraduate
2. Continuing education
3. Community education

Titles and levels of DE programmes:	<i>Title</i>	<i>Level</i>
	1. Bachelor's Degree	Undergraduate
	2. Associate Degree	Undergraduate
	3. Continuing education	Undergraduate
	4. Community education	Undergraduate.

Governance: Private, commercial establishment.

Objectives:

1. Equality of educational opportunity
2. Life-long recurrent education
3. Cost-effectiveness
4. Personal development
5. Vocational development
6. Transition to conventional higher education institutions.

Sources of financial support of DE programmes: *Tuition fees:* The student pays all tuition expenses by himself/herself for US\$438 per year.
Budget: Data Not available.

Trends of development of DE resources and activities:	<p><i>Expanded:</i> Local Study centers Study materials and textbooks The teaching force.</p> <p><i>Decreased:</i> None.</p> <p><i>Stable:</i> Financial provision Distance education programmes Telecommunication equipment Variety of course offered Broadcasting programmes Audio visual aids Face-to-face sessions.</p> <p><i>Not applicable:</i> None.</p>																			
Trends of enrollment in DE Programmes:	Increasing, e.g from 30,000 in 1990 to 34,909 in 1991.																			
Number of DE students:	Current number of students: 13,761 Annual student intake: 6,046.																			
Number of students in each DE level:	<table border="0"> <tr> <td>1. Regular Student</td> <td style="text-align: right;">7,451</td> </tr> <tr> <td>2. Non-Degree Student</td> <td style="text-align: right;">988</td> </tr> <tr> <td>3. Single-subject Student</td> <td style="text-align: right;">25</td> </tr> <tr> <td>4. Special Student</td> <td style="text-align: right;">188</td> </tr> <tr> <td>5. Other</td> <td style="text-align: right;">4.</td> </tr> </table>	1. Regular Student	7,451	2. Non-Degree Student	988	3. Single-subject Student	25	4. Special Student	188	5. Other	4.									
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1987	1,007	1988	1,271																	
1989	1,372	1990	1,575																	
Accumulative: 4,800 (Law); 15,000 (Commerce).																				
Components of personnel in DE:	A mix of full-time and part-time faculty members.																			
Number of Staff:	Full-time: 123 (Academic: 108; Non-academic: 15) Part-time: 80 (Academic: 72; Non-academic: 8)																			
Number of Courses and programmes:	Number of courses offered: 132 Number of programmes offered: 3.																			
Production of teaching materials/media:	Printed materials are prepared by instructors. Stages of production: Data not available.																			
Regional/Study Centres:	Available: About 40 study centers. The centres are operated by the university with the corporation of public and private institutions.																			

**Overall student
Profile:**

<i>Age:</i>	<i>Years:</i>	<i>(%)</i>
	Under 21	58.0
	Between 21-30	19.0
	Between 31-40	10.0
	Between 41-50	8.0
	Between 51-60	3.0
	Over 60	2.0
	<u>Total:</u>	<u>100.0</u>

<i>Gender:</i>	<i>Sex:</i>	<i>(%)</i>
	Male	68.0
	Female	32.0
	<u>Total:</u>	<u>100.0</u>

Income: Data not available.

*Geographical
distribution:* Data not available.

**Ethnic and
Occupational
Composition of DE
Students:** *Ethnic composition:* Mostly Japanese. There are 102 foreign students such as Korean and Chinese.
Occupational composition: Full-time student 59.0%, Employed by private companies 21.0%, Public Officials 11.0%, Teachers 01.0%, Self-employed 03.0%, and others (including farmers) 05.0%.

Future development: Data not available.

**Major obstacles for
implementing DE
programmes:** Data not available.

**Affiliation with
regional and
international DE
organizations:** All Japan Association of Private Universities Correspondence Education.

**PROGRAMMES
OF INSTRUCTION,
MEDIA,
METHODS,
& EVALUATION:** List of Programmes:
1. Associate Degree
2. Bachelor's Degree.

PROGRAMME I: ASSOCIATE DEGREE PROGRAMME

Level:	Associate degree.
Title of programme offered in this level:	Associate Degree in Commerce.
Courses of instruction:	<i>Commercial and management studies:</i> Accountancy/Bookkeeping Administration Business administration Finance Management Banking Real Estate Marketing. <i>Humanities:</i> History Psychology Ethics. <i>Languages and literature:</i> Languages: English, German, Korean Literature. <i>Educational Studies:</i> Secondary education Youth and Community education. <i>Communications:</i> <i>Biological Science and Technology:</i> General Biology and life sciences. <i>Mathematics:</i> <i>Law:</i> The Constitution Commercial Law Insurance Law. <i>Social Sciences:</i> Economics Geography Sociology. <i>Services and Hospitality Science:</i> Library and information studies.
Length of course:	<i>Minimum number of study hours per week per credit:</i> 3 hours. <i>Total number of weeks per course:</i> 15 weeks. <i>Total number of courses making up programmes:</i> 90 courses. Requirement for Associate Degree is 15 credits from attending

tutorial sessions and 47 credits from correspondence courses.

Media and methods:	<i>Most dominant:</i> <ol style="list-style-type: none">1. printed correspondence texts;2. face-to-face tutoring3. Counselling by telephone4. Counselling by mail <i>Dominant:</i> None. <i>Least dominant:</i> <ol style="list-style-type: none">1. radio2. Audio-cassette.
Language of instruction:	Japanese.
Admission requirements:	<ol style="list-style-type: none">1. Completed high school level of general education;2. Be over 18 years old.
Number of students:	Currently: 13,761 (including Law degree programme) Annual intake: 6,046(including 4 year college level Law program).
Evaluation: <i>Continuous assessment:</i>	<ol style="list-style-type: none">1. Written assignments for submission2. Attendance at the local study centre
<i>Final assessment:</i>	<ol style="list-style-type: none">1. Written final examinations(8 times a year)
Acceptance of certificates, diplomas, and degrees:	Data not available.

PROGRAMME II: BACHELOR'S DEGREE PROGRAMME

Level: Undergraduate.

Titles: Bachelor of Law.

Courses of instruction: *Commercial and management studies:*
Real Estate
Marketing
Industrial relations.
Humanities:
History: Japanese, European Legal History, History of political thoughts
Philosophy
Humanities
Psychology.
Languages and literature:
Languages: English, German, Chinese, Korean.
Educational Studies:
Educational psychology
Child psychology and counseling
Microelectronics and computer education
Elementary education
Secondary education
Youth and Community education.
Communications:
Journalism.
Physical Science:
Chemistry.
Biological Science and Technology:
General Biology and life sciences.
Medical and Health Sciences:
Health studies.
Mathematics:
Computing, Computer Science
Statistics.
Law: Civil Law
Criminal Law
Commercial Law and Jurisdiction Law.
Social Sciences:
Economics
Geography
Government and Politics
International Studies/Relations

Social Studies/Civics
Sociology
Youth and Community Studies.
Services and Hospitality Science:
Library and information studies.

Length of course: *Minimum number of study hours per week per credit:* 3 hours.
Total number of weeks per course: 15 weeks.
Total number of courses making up programmes: 132 courses.
(Requirement for Bachelor's degree is 30 credits from attending tutorial sessions and 98 credits from correspondence courses.)

Media and methods: *Most dominant:*
1. printed correspondence texts;
2. face-to-face tutoring
3. Counselling by telephone
4. Counselling by mail
Dominant: None.
Least dominant:
1. radio
2. Audio-cassette

Language of instruction: Japanese.

Admission requirements: 1. Completed high school level of general education;
2. Be over 18 years old.

Number of students: Current number of students: 13,761
Annual intake: 6,046 (Including students in the Commerce programme at the Junior college level).

Evaluation: 1. Written assignments for submission
Continuous: 3. Attendance at the local study centre

Final: 1. Written final examinations(8 times a year)

Acceptance of certificate, diploma, and degree: Not indicated.

TOYOOKA JUNIOR COLLEGE
KINKI UNIVERSITY, TOYOOKA CITY, HYOGO.

**INSTITUTIONAL
DATA**

*Year of
Establishment:* 1967.

Name of Head: **Goro FUSE**
Position: *President*
Address: 160 Tomaki, Toyooka-shi,
Hyogo-Ken 668, JAPAN.
Telephone: **81-796-22-6361**
Fax: **81-796-22-6365**

Nature of institution: Conventional institution with distance teaching programme.

**Educational levels
provided for
DE programmes:**

1. Associate Degree
2. Continuing education
3. Community education.

Titles and levels of DE programmes:	<i>Title</i>	<i>Level</i>
	1. Associate degree	Undergraduate
	2. Continuing education	Undergraduate
	3. Community education	Undergraduate.

Governance: A private, commercial establishment.

Objectives: In compliance to the School Education Act of 1947, the College established the correspondence programmes aiming at providing both liberal arts education to develop the students' high moral personality and specialized education on Home Economics and Pre-School Education. Generally, the DE programme's objectives are addressed to the following:

1. Equality of educational opportunity
2. Personal development
3. Vocational development
4. Life-long recurrent education
5. Cost-effectiveness
6. Vocational training
7. Teacher Education and Training
8. National development.
9. Religious and moral awareness

10. Transition to conventional higher education institutions.

Sources of financial support of DE programmes: *Tuition fees:* Paid by the student for US\$830.0 per year.
Budget: US\$5.9 million for 1990 from the University revenue and US\$0.25 million from the Government subsidies.

Trends of development of DE resources and activities: *Expanded:*
Financial provision
Local Study centers
Study materials and textbooks
The teaching force
Variety of course offered
Face-to-face sessions
Library resources.
Decreased: None.
Stable resources and activities:
Distance education programmes
Telecommunication equipment.
Not applicable:
Broadcasting programmes
Audio visual aids.

Trends of enrollment in DE Programmes: Increasing.

Number of DE students: Current number of students: 3,906
Annual student intake: 3,906.

Number of students in each DE level:

1. Regular Student	3,813
2. Non-Degree Student	49
3. Special Student	44

Number of DE graduates:

1985: 628	1986: 525
1987: 583	1988: 674
1989: 836	1990: 876

Accumulative number of DE graduates: 10,101.

Components of personnel in DE: A mix of full-time and part-time faculty members.

Number of Staff: *Full-time:* 31 (Academic: 22; Non-academic: 9)
Part-time: 462 (Academic: 457; Non-academic: 5)

Number of Courses and programmes: Number of courses offered: 85
Number of programmes offered: 3

Production of teaching materials/media: Printed materials are prepared by instructors. The Committees on Academic Affairs are appointed to discuss and decide the need to develop new materials and/or renewing the existing ones. The committees also select writers. After the manuscripts are completed, they are reviewed and approved by an Editorial Committee.

Regional/Study Centres: Available: 9 study centres. Public facilities are used as the centres on a temporary basis and financially supported by the university for (1) Providing tutorial session; (2) Providing guidance services; and (3) Providing examination.

Overall student

Profile:

Age:

<i>Years:</i>	<i>(%)</i>
Under 21	61.7
Between 21-30	22.6
Between 31-40	6.4
Between 41-50	6.6
Between 51-60	2.5
Over 60	0.2
<u>Total:</u>	<u>100.0</u>

Gender:

<i>Sex:</i>	<i>(%)</i>
Male	9.1
Female	90.9
<u>Total:</u>	<u>100.0</u>

Income: Data not available.

Geographical distribution: Data not available.

Ethnic and Occupational Composition of DE Students:

Ethnic Composition: All Japanese.

<i>Occupational distribution:</i>	<i>(%)</i>
Full-time student	57.0
Employed by private companies	18.0
Public Officials	3.2
Teachers	9.3
Free-lance, Professions	-
Self-employed	0.9
Farmers	-
Housewives	-
Others	11.6

Future development: From the school year of 1992, home economics programme will be reorganized as Life information programme.

Major obstacles for implementing DE programmes: Difficulties in (1) creating students' identity to the college; (2) arranging face-to-face instruction, and (3) developing good teaching materials to enhance students' understanding.

Affiliation with regional/other DE organizations:

All Japan Association of Private Universities Correspondence Education.

PROGRAMMES OF INSTRUCTION, MEDIA, METHODS, & EVALUATION:

List of Programmes:

1. Associate degree.

PROGRAMME I: ASSOCIATE DEGREE PROGRAMMES

Level: Associate degree.

Titles: Associate Degree in Pre-School Education
Associate Degree in Home economics.

Courses of instruction: *Architecture and planning*
Housing.
Commercial and management studies:
Office/Secretarial studies
Personnel.
Humanities:
Psychology
Ethics.
Languages and literature:
Literature.
Educational Studies:
Educational administration
Educational policy analysis and management
Educational psychology
Language, reading and communication
Pre-school education
Elementary education
Youth and Community education.
Biological Science and Technology:
General Biology and life sciences.
Medical and Health Sciences:
Public health and administration.
Law: The Constitution.
Social Sciences:
Economics
Geography
Social Studies/Civics
Social Work.

Length of course: *Minimum number of study hours per week per credit:* 3 hours.
Total number of weeks per course: 15 weeks.
Total number of courses making up the programme: 85 course.
Minimum requirement for Associate Degree is 15-20 credits from attending tutorial sessions and 47 credits from studying correspondence courses.

Media and methods:	<p><i>Most dominant:</i></p> <ol style="list-style-type: none"> 1. printed correspondence texts; 2. face-to-face tutoring. <p><i>Dominant:</i></p> <ol style="list-style-type: none"> 1. Counselling by telephone 2. Counselling by mail. <p><i>Least dominant:</i></p> <ol style="list-style-type: none"> 1. radio 2. computer.
Language of instruction:	Japanese and English.
Admission requirements:	<ol style="list-style-type: none"> 1. Completed high school level of general education; 2. Be over 18 years old 3. Pass admission procedure.
Number of students:	<p>Current number of students: 3,906</p> <p>Annual student intake: 3,906.</p>
Evaluation:	<ol style="list-style-type: none"> 1. Written assignments for submission 2. Written regular tests 3. Attendance at the local study centre 4. Attendance of regular workshops/seminars at the other institution.
<i>Continuous assessment:</i>	
<i>Final assessment:</i>	<ol style="list-style-type: none"> 1. Written final examinations(9 times a year) 2. Oral final examinations 3. Final practical examinations
Acceptance of certificate, diploma, and degree:	Accepted as equal to a comparable award given by a non-distance education institution.