

March 6, 2026

Dear all undergraduate students,

Implementation of Remote Classes for Undergraduate Courses
Due to Faculty Business Trips

It was decided that, starting in FY2026, remote classes will be permitted as detailed below for undergraduate classes when, and only when, faculty members are unable to conduct in-person classes during regular class hours due to business trips, as an exceptional measure to avoid disadvantaging students.

Instructors will decide whether to conduct the class remotely or to offer make-up classes or substitute classes. When a remote class is implemented, the class shall be conducted during the originally scheduled class period. If an instructor decides to conduct a remote class, you will be notified at least one week in advance, in principle. If you are unable to attend a remote class due to difficulty in preparing the necessary devices and environment (e.g., a notebook PC and an internet connection), please inform your instructor.

1. Definition of Remote Classes

Remote classes refer to both on-demand classes that students can take at their convenience within a specified period, as well as real-time classes in which students and instructors engage in an interactive manner.

2. When conducting remote classes, instructors are required to do the following, and must also not allow remote class hours to exceed one-third of the total class hours of a course:

- Ensure equivalent learning time and amount of learning to in-person classes
- Clearly specify the class format (on-demand/real-time) when notifying students about the remote class
- Clearly specify your contact information when notifying students about the remote class
- Ensure interactivity of the class
- Understand students' progress and appropriately evaluate their learning
- Pay attention to copyrights of teaching materials
- Protect students' personal information
- Prevent information leakage

Chairperson of the Board of Executives of the University of Aizu